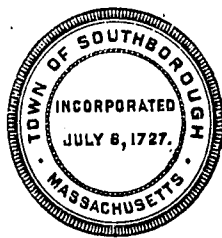


# **ANNUAL REPORT**

**OF THE**

## **Town Officers**



**Southborough, Massachusetts**

**For the Year Ending December 31**

**1955**

**REPORT OF**  
**ADVISORY COMMITTEE**  
**TOWN OF SOUTHBOROUGH**  
**For the Year 1955**



*Annual Town Meeting*

*March 12, 1956*



**Bring this Report to the Town Meeting for Reference**

Consolidated recommended budget figures are as follows:

General Government .....	\$15,759.40	( 3.93%)
Protection of Persons and Property ....	27,676.50	( 6.88%)
Health and Sanitation .....	3,950.00	( .99%)
Highways .....	21,988.00	( 5.47%)
Charities and Aid .....	26,000.00	( 6.48%)
Soldiers' Benefits .....	7,781.00	( 1.94%)
Education .....	181,994.28	( 45.27%)
Libraries .....	5,504.00	( 1.38%)
Public Service Enterprises .....	21,249.48	( 5.29%)
Unclassified .....	18,392.12	( 4.57%)
Cemetery .....	8,845.00	( 2.19%)
Maturing Debt and Interest .....	61,727.50	( 15.31%)
Recreation .....	1,200.00	( .30%)
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Total Budget .....	\$402,067.28	(100.00%)

# Report of the Advisory Committee

To the voters of the Town of Southborough:

Despite the wholehearted cooperation of all Town Departments to economize where possible in the make up of budgets and warrant articles you will find that our recommended net amount to be raised by taxes is approximately nine percent above the corresponding figure appropriated at the Annual Town Meeting in 1955.

Upon examining the recommended amounts in the warrant articles and the budgets we feel that you will agree that the expenditures are necessary. Our study of the various departmental requests brought out the fact that the Town is growing and as a result the departmental burdens and the expense of operating are becoming greater. We cannot expect that Departments can operate efficiently in 1956 on a 1953 Budget. We can expect that the heads of Departments will use every method within their power to find ways and means to cut corners so that when they are planning for the year 1957 the requested amounts they present to the Town will reflect a serious cost study. We mention 1957 here because we believe that next year the Town will be faced with requests for considerable money for equipment and improvement.

For the year 1956 you will note that we have recommended that you purchase a new fire truck, a new police cruiser and a new highway truck. We believe that all are essential for the protection and welfare of the Town. Find also recommended a two-way radio system for the use of the fire, water and civil defense departments. Favorable action is advised because it will mean greater protection to all and bring about more efficient operation when lives and property are endangered. Because this two-way radio system is tied in with Civil Defense it is our information that fifty percent of the total expended will be returned to the Town Treasury.

Your attention is called to the articles that have to do with Drainage — Articles 24, 59 and 60. These needed projects have been postponed too long. We feel that immediate action should be taken to eliminate the possibility of further damage in these areas.

So that you can the better study the whole warrant and see what monies we are recommending to be raised by taxes and the amounts we recommend to be taken from the Excess and Deficiency Account and the Road Machinery Account we have prepared the following analysis of our recommended action:



Art. No.		Raise By Taxes	Take from E & D	Take from Road Machinery	Borrow	Take from Overlay and Dog Money
3	To Pay Salaries	5,175.00				
4	Budgets	398,267.74				3,799.54
7	Retirement System	2,219.98				
8	Playground	550.00				
9	Swim Pool	625.00				
13	Memorial Day	250.00				
14	Memorial Day	250.00				
16	Cement Post	2,500.00				
17	No. 81 Highways		9,000.00			
18	No. 81 Highways		12,925.00			
19	No. 90 Construction	2,500.00				
20	No. 90 Construction		7,500.00			
21	No. 90 Maintenance	1,000.00				
22	No. 90 Maintenance		2,000.00			
23	Highway Truck			3,600.00		
24	Drainage		5,000.00			
25	Dutch Elm	2,000.00				
25a	Poison Ivy		400.00			
26	Highway Equipment -- Maint.			3,000.00		
28	Town Dump	2,836.00				
29	Police Cruiser		2,700.00			
30	Police Quarters		375.00			
31	Welfare Quarters		800.00			
33	Board of Appeals	100.00				
37	South Fire House		3,100.00			
38	Fire Truck		2,500.00		15,000.00	
39	2-Way Radio		7,362.75			
40	Fayville Hall		965.00			
41	Health Nurse	100.00				
42	Civil Defense	700.00				
44	Town Building		1,000.00			
48	Job Classification		2,956.96			
49	Salary Administration	100.00				
52	Regional School		4,175.00			
59	Drainage		5,000.00		20,000.00	
60	Drainage	3,500.00				
Totals		\$422,673.72	\$67,759.71	\$6,600.00	\$35,000.00	\$3,799.54

Raise by Taxes 1956 (Recommended) .....	\$422,673.72
Raise by Taxes 1955 (Voted) .....	388,223.49
	<u>\$ 34,450.23</u>

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Recommended Amount from Excess and Deficiency .....\$ 67,759.71

To be Returned to Excess and Deficiency:

Article 17 .....	\$ 9,000.00
Article 18 .....	12,925.00
Article 20 .....	7,500.00
Article 22 .....	2,000.00
Article 39 .....	3,681.37
	<u>\$35,106.37</u>
	\$35,106.37

Net Amount Recommended from

Excess and Deficiency .....	\$32,653.34
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Excess and Deficiency Account .....\$123,832.93

Outstanding Taxes ..... 24,838.58

Total Free Cash .....	<u>\$98,994.35</u>
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Road Machinery Fund ..... \$7,555.78

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Recommended Net Budgets .....\$398,267.74

Recommended Warrant Articles ..... 24,405.98

	<u>\$422,673.62</u>
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From the foregoing figures a tax increase is inevitable. The amount of the increase is not within our power to predict. To go beyond our recommendations will mean a greater increase in the rate — to adhere to the recommendations as presented means that you will be voting for what we feel is essential for the proper administration of Town affairs.

Respectfully submitted,

The Advisory Committee,

Frederick E. Claflin, Chairman

Charles S. Barton

J. Franklin Millea, Secretary

Armando J. Pensalfini

Earl R. Smiddy

## BUDGET ITEMS (See Warrant Article No. 4)

### GENERAL GOVERNMENT — 3.93% of Total

	Expended 1955	Requested 1956	1956 Approved
<b>1 Advisory Committee:</b>			
Salaries — Clerk	\$75.00	\$75.00	
Stationery, Printing and Postage		30.00	
Association Dues and Subscriptions	15.00	15.00	
Association Meeting Expense		15.00	
Average of Prior 3 Years — \$100.97	\$90.00	\$135.00	\$135.00
<b>2 Selectmen:</b>			
Salaries — Clerical	\$1,838.90	\$1,950.00	
Clerical (Zoning)		325.00	
Stationery, Printing and Postage	138.71	150.00	
Post Office Box Rent	2.70	3.60	
Association Dues and Subscriptions	31.00	35.00	
Association Meeting Expense	100.00	100.00	
Travel	450.00	450.00	
New Equipment	23.30	25.00	
Equipment Repairs		50.00	
Mimeograph Supplies		50.00	
Average of Prior 3 Years — \$2,366.91	\$2,584.61	\$3,138.60	\$3,138.60
<b>3 Accounting:</b>			
Salary	\$1,200.00	\$1,200.00	
Clerical	265.25	300.00	
Stationery, Printing and Postage	80.97	90.00	
Telephone	172.32	96.00	
Equipment Repairs	13.50	20.00	
Association Meeting Expense	23.75	25.00	
Association Dues	5.00	5.00	
Average of Prior 3 Years — \$1,672.60	\$1,760.79	\$1,736.00	\$1,736.00

	Expended 1955	Requested 1956	Approved 1956
<b>4 Treasurer:</b>			
Clerical Assistance	\$546.40	\$550.00	
Stationery, Printing and Postage	76.16	150.00	
Telephone		18.00	
Safe Deposit Box	5.50	6.00	
Bonds and Insurance	300.60	305.00	
Association Dues and Subscriptions	2.00	2.00	
Light and Power	19.50	18.00	
Transportation to Bank	22.00	24.00	
Equipment Repairs		20.00	
Paying Agents		10.00	
Average of Prior 3 Years — \$930.27	\$972.16	\$1,103.00	\$1,103.00
<b>5 Collector:</b>			
Labor — Clerical	\$522.88	\$500.00	
Stationery, Printing and Postage	297.03	350.00	
Telephone	105.54	105.00	
Post Office Box Rent		5.00	
Bonds and Insurance	352.25	325.00	
Association Dues and Subscriptions	2.00	2.00	
Association Meeting Expense		15.00	
New Equipment (Adding Machine)		150.00	
Equipment Repairs	50.25	25.00	
Operating Supplies		10.00	
Liens	7.05	15.00	
Average of Prior 3 Years — \$1,274.83	\$1,337.00	\$1,502.00	\$1,502.00
<b>6 Town Clerk:</b>			
Stationery, Printing and Postage	44.31	72.00	
Telephone	141.64	150.00	
Post Office Box Rent	.90	4.00	
Bonds and Insurance	7.50	10.00	
Association Dues and Subscriptions	11.50	19.00	
Association Meeting Expense	70.80	100.00	
Recording Deeds		100.00	
Administering Oaths	17.75	30.00	
Recording Fees	107.00	150.00	
Binding Records		15.00	
New Equipment		25.00	
Equipment Repairs	20.45	25.00	
Average of Prior 3 Years — \$374.56	\$421.85	\$700.00	\$700.00
<b>7 Election and Registration</b>			
Registrars	150.00	\$150.00	
Listing	66.06	325.00	
Stationery, Printing and Postage	644.25	600.00	
Town Meeting Expense	95.40	50.00	
Election Officers	246.20	1,050.00	
Meals	71.90	300.00	
Election Police	38.50	150.00	
Average of Prior 3 Years — \$1,635.26	\$1,312.31	\$2,625.00	\$2,625.00
<b>8 Assessors:</b>			
Clerical	\$229.25	\$275.00	
Stationery, Printing and Postage	18.00	35.00	
Tax Forms	82.80	100.00	
Post Office Box Rent	1.80	1.80	

	Expended 1955	Requested 1956	Approved 1956
Association Dues and Subscriptions	9.00	9.00	
Association Meeting Expense	30.00	30.00	
Deed Abstracts	215.10	275.00	
Transportation (Assessors' use of Automobile)	120.00	120.00	
Equipment Repairs	11.00		
Operating Supplies	2.00	5.00	
Typewriter Rental	5.00		
Binding Certified Copy of Valuation Books	9.75		
Binding Valuation (old) Books		30.00	
Average of Prior 3 Years — \$847.03	\$733.70	\$880.80	\$880.80

## 9 Legal:

Salary	\$300.00	\$300.00	
Special Services	405.00	1,000.00	
Average of Prior 3 Years — \$835.95	\$705.00	\$1,300.00	\$1,300.00

## 10 Town Hall:

Salaries	\$1,000.00	\$1,000.00	
Telephone	157.33	160.00	
Fuel	859.89	850.00	
Light	246.26	250.00	
Water	24.00	24.00	
Equipment Repairs	14.25	100.00	
Building Maintenance	119.31	175.00	
Janitor's Supplies	39.19	40.00	
New Chairs	247.50		
State License		25.00	
Average of Prior 3 Years — \$2,519.85	\$2,707.73	\$2,624.00	\$2,624.00

## 11 Tax Title:

Tax Title Expense		\$15.00	
Average of Prior 3 Years — \$6.82	None	\$15.00	\$15.00

# PROTECTION OF PERSONS AND PROPERTY

6.88% of Total

## 12 Police:

Salary — Chief	\$2,993.53	\$3,900.00	
Patrolman (Night and Day)	5,729.10	3,300.00	
Special Police		2,400.00	
Fayetteville Crossing Officer	330.00		
Dog Officer	100.00	100.00	
Special Car Mileage	40.40	45.00	
Cruiser Repairs and Maintenance	901.20	300.00	
Oil and Grease	128.46	117.00	
Police School	100.00	100.00	
Equipment and Supplies for Men	61.70	150.00	
Police Signs	32.17	100.00	
Equipment Repairs (Radio, guns, etc.)	66.35	150.00	
Stationery and Postage	40.70	50.00	
Telephone	371.64	370.00	
Lock-up Expense		125.00	
Use of Radio Facilities	20.00	20.00	
Association Dues	5.00	10.00	

	1955 Expended	Requested 1956	Approved 1956
Association Meeting Expense		100.00	
Clerical		50.00	
Average of Prior 3 Years — \$8,726.51	\$10,920.25	\$11,387.00	\$11,387.00
<b>13 Fire Maintenance:</b>			
Fire Chief's Travel	\$100.00	\$100.00	
Stationery, Printing and Postage	3.50	40.00	
Telephone	226.01	230.00	
Association Dues and Subscriptions	8.00	13.00	
Association Meeting Expense	100.00	100.00	
Fuel	1,101.18	1,400.00	
Light and Power	118.60	250.00	
Water	25.26	54.00	
Oil and Grease	48.87	75.00	
Truck Repairs and Supplies	645.49	350.00	
Hose	795.00	900.00	
Janitors' Supplies	49.89	60.00	
Equipment for Men	113.78	200.00	
Building Maintenance and Repairs	458.56	450.00	
Extinguisher Repairs	85.00	85.00	
New Equipment — Gas Masks	349.80		
1 Scott Gas Mask (\$175.00)			
3 Aneul Extinguishers (\$225.00)			
		400.00	
Repairs for Overhead Doors for Central Fire Station		225.00	
Tires	198.40		
Average of Prior 3 Years — \$3,567.37	\$4,427.34	\$4,932.00	\$4,932.00
<b>14 Fire Salaries:</b>			
Chief	\$575.00	\$575.00	
Janitors 1 @ \$345.00			
1 @ \$145.00	490.00	490.00	
Captains 2 @ \$125.00	250.00	250.00	
Lieutenants 3 @ \$115.00	345.00	345.00	
Privates 30 @ \$100.00	3,000.00	3,000.00	
Clerks 2 @ \$15.00	30.00	30.00	
Average of Prior 3 Years — \$4,690.00	\$4,690.00	\$4,690.00	\$4,690.00
<b>15 Forest Fire:</b>			
Warden's Salary	\$50.00	\$50.00	
Labor	610.95	750.00	
Stationery, Printing and Postage		20.00	
Oil and Grease		15.00	
New Equipment — Pump Tanks and Parts		100.00	
Hose — 500 Ft.	250.00	275.00	
Equipment Repairs	2.00	35.00	
Operating Supplies	11.42	20.00	
Forest Fire Patrol	47.00	50.00	
Average of Prior 3 Years — \$1,155.05	\$971.37	\$1,315.00	\$1,315.00
<b>16 Moth:</b>			
Labor	\$1,886.25	\$2,100.00	
Light and Power	11.00	12.00	
Oil and Grease	21.72		

	Expended 1955	Requested 1956	Approved 1956
Equipment Repairs	79.61	75.00	
Truck Hire	575.00	300.00	
Insecticides	78.80	75.00	

Average of Prior 3 Years — \$2,466.96      \$2,652.38      \$2,562.00      \$2,562.00

#### 17 Tree Warden:

Labor	\$1,887.50	\$2,150.00	\$2,150.00
Operating Supplies	5.53	75.00	75.00
Tools	18.98	50.00	50.00
Truck Hire	534.00	450.00	300.00
Equipment Repairs	58.56	65.00	65.00
Oil and Grease	36.39		

Average of Prior 3 Years — \$2,354.74      \$2,540.96      \$2,790.00      \$2,640.00

#### 18 Sealer of Weights and Measures:

Salaries	\$100.00	\$100.00	
Operating Supplies	14.60	18.00	
Travel Expense	25.00	25.00	
Outside Sealer	5.00	7.50	

Average of Prior 3 Years — \$140.65      \$144.60      \$150.50      \$150.50

### HEALTH AND SANITATION — .99% of Total

#### 19 Board of Health

Worcester County Sanatorium	\$283.50		
Salary — Agent	50.00	50.00	
Salary — Inspector of Slaughtering	100.00	100.00	
Postage, Telephone and Stationery	25.48	50.00	
Garbage Collection	3,379.98	3,500.00	
Salk Vaccine	81.90		
Well Child Conference			
Physician	60.00	60.00	
Nurse	50.00	50.00	
Expense	18.45	15.00	
Hospital Expense	264.28		

Average of Prior 3 Years — \$3,533.56      \$4,313.59      \$3,825.00      \$3,825.00

#### 20 Inspector of Animals:

Salary	\$100.00	\$100.00	
Postage	2.12	2.00	
Telephone	.35		
Express Charges		2.00	
Travel	21.00	21.00	

Average of Prior 3 Years — \$124.26      \$123.47      \$125.00      \$125.00

### HIGHWAYS — 5.47% of Total

#### 21 Street Lights:

Traffic Lights	\$61.70	\$75.00	
Street Lights	6,799.03	7,290.00	

Average of Prior 3 Years — \$6,406.92      \$6,860.73      \$7,365.00      \$7,365.00

	Expended 1955	Requested 1956	Approved 1956
<b>22 Highway Snow Removal:</b>			
Salary — Superintendent	\$554.08	\$500.00	
Labor	1,684.42	1,800.00	
New Blades	457.20	500.00	
Sand	1,134.18	800.00	
Salt	816.00	800.00	
Hired Equipment		300.00	
Equipment Repairs	610.40	500.00	
Lunches	3.05	50.00	
Average of Prior 3 Years — \$5,126.19	\$5,259.33	\$5,250.00	\$5,250.00

**23 Highways — Special Maintenance:**

Salary — Superintendent	\$878.17	\$800.00	
Labor	3,448.50	4,000.00	
Telephone	258.62	275.00	
Association Dues	8.00	8.00	
Association Meeting Expense	35.00	40.00	
Gravel	72.50	200.00	
Metal Culvert	469.98	1,200.00	
Cold Patch for Water Dept. and Other Depts.	94.28	200.00	
Building Repairs	52.50	150.00	
Oil School Yard	228.95	400.00	
Catch Basins	170.52	350.00	
Small Tools	261.72	250.00	
Time Books	6.00	10.00	
Hired Equipment	85.20	200.00	
Cable Fence Repairs	523.00	200.00	
Signs	55.20	75.00	
Kerosene	6.56	15.00	
Average of Prior 3 Years — \$6,114.99	\$6,655.00	\$8,373.00	\$8,373.00

**24 Highway — Sidewalks:**

Salary — Superintendent	\$72.69	\$100.00	
Labor	381.26	400.00	
Cold Patch	518.86	500.00	
Average of Prior 3 Years — \$855.05	\$972.81	\$1,000.00	\$1,000.00

**CHARITIES AND AID — 6.48% of Total**

**25 Welfare:**

General Relief			
Cash Payments	87.75	100.00	
Food, Rent, Fuel, Board, Clothing	352.31	400.00	
Medical, Funeral, Hospital, Payments to other Towns	745.90	650.00	
Administrative Expenses	561.30	400.00	
New Equipment		50.00	
	\$1,747.26	\$1,600.00	
Old Age Assistance			
Grants to Recipients	\$32,838.33	\$35,000.00	
Administrative Expenses	1,437.59	1,450.00	
Payments to Other Cities and Towns	310.67	500.00	
New Equipment		200.00	
New Cases		3,000.00	
	\$34,586.59	\$40,150.00	



	Expended 1955	Requested 1956	Approved 1956
Aid to Dependent Children			
Grants to Recipients	5,641.50	5,000.00	
Administrative Expenses	926.27	900.00	
New Cases		1,200.00	
	<hr/> \$6,567.77	<hr/> \$7,100.00	
Disability Assistance			
Grants to Recipients	\$2,082.40	\$2,000.00	
Administrative Expenses	866.60	900.00	
New Cases		1,200.00	
	<hr/> \$2,949.00	<hr/> \$4,100.00	
AGGREGATE TOTALS	\$45,850.62	\$52,950.00	
FEDERAL REIMBURSEMENTS	23,635.11	26,950.00	
(Town's Share)	\$22,251.51	\$26,000.00	\$26,000.00
Average of Prior 3 Years — \$25,157.88			

### SOLDIERS' BENEFITS — 1.94% of Total

#### 26 Veterans' Services:

Salary — Agent	\$300.00	\$300.00	
Burial Agent's Salary	10.00	10.00	
Stationery, Printing, Postage and Telephone	50.00	47.00	
Travel — Investigating Cases		20.00	
New Cases		350.00	
Association Dues	10.00	10.00	
Association Meeting Expense		15.00	
Ordinary Allowances	2,054.00	3,306.00	
Nursing Home	2,209.00	2,000.00	
Medical and Drugs	1,080.30	1,155.00	
Emergency Out-of-town Cases		200.00	
Fuel Allowances	56.50	368.00	
Average of Prior 3 Years — \$4,008.04	\$5,769.80	\$7,781.00	\$7,781.00

### EDUCATION — 45.27% of Total

#### 27 School:

Expenses of Instruction			
Teachers' Salaries	\$96,428.26	\$113,949.99	
Textbooks	2,874.06	3,305.00	
Supplies	5,407.45	5,810.19	
Operation of School Plant			
Janitors' Salaries	9,160.68	13,780.00	
Fuel	5,034.69	7,610.23	
Miscellaneous Operations	3,374.93	5,415.00	
Maintenance of School Plant			
Repairs	3,004.86	2,500.00	
Auxiliary Agencies			
Libraries	343.62	700.00	
Health	1,720.62	2,516.67	
Transportation	13,584.10	16,167.20	
Miscellaneous	514.74	400.00	
General Control			
General Control	4,753.86	5,225.00	

	Expended 1955	Requested 1956	Approved 1956
Outlay			
Total Outlay	928.38	815.00	
Average of Prior 3 Years—\$136,879.10	\$147,130.25	\$178,194.28	\$178,194.28
<b>28 Vocational Education:</b>			
Vocational Education			
Tuition	\$1,702.83	\$1,550.00	
Transportation	531.76	900.00	
Average of Prior 3 Years — \$2,776.51	\$2,234.59	\$2,450.00	\$2,450.00
<b>29 Revolving Athletic Fund</b>			
Revolving Athletic Fund	\$1,000.00	\$1,350.00	\$1,350.00
Average of Prior 3 Years — \$800.00			

#### ESTIMATED REVENUES DURING 1956

State Aid Under Chapter 70, General Laws	\$25,217.22
Reimbursement on Salary and Expense of Superintendent of Schools	1,306.66
Reimbursement on School Transportation	8,659.84
Reimbursement on Vocational Tuition and Transportation	1,454.81
Tuition and Transportation of State Wards	2,131.44
Non-resident Tuition	56.68
Miscellaneous Petty Cash Received	45.07
	<u>\$38,871.72</u>

#### LIBRARIES — 1.38% of Total

#### 30 Fay Library

##### Salaries

Librarian	\$2,150.04	\$2,150.00
Assistant Librarians	105.00	150.00
Janitor	660.00	650.00

##### Labor

Association Dues and Subscriptions	7.00	8.00
Association Meeting Expenses		4.00
Fuel (Oil)	602.05	650.00
Light and Power	91.06	98.50
Water	24.00	24.00

##### New Equipment

Lawn Mower	148.05	
Books	705.53	750.00
Magazines and Periodicals	132.70	135.00
New Vacuum Cleaner		150.00

##### Equipment Repairs

Equipment Repairs	110.45	115.00
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##### Building Maintenance

Building Maintenance	244.80	
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##### Painting Outside Trim

Painting Outside Trim		200.00
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##### Damper on Man Hole to Control Cellar Flooding

Damper on Man Hole to Control Cellar Flooding		80.00
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##### Miscellaneous

Miscellaneous		100.00
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##### Operating Supplies

Operating Supplies	118.16	
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##### Janitor's Supplies

Janitor's Supplies		75.00
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##### Librarian's Supplies

Librarian's Supplies		42.50
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##### All Other Expenses

All Other Expenses		
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##### Transportation of Books

Transportation of Books	52.00	52.00
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Average of Prior 3 Years — \$4,885.40    \$5,150.84    \$5,504.00    \$5,504.00

# **PUBLIC SERVICE ENTERPRISES — 5.29% of Total**

	Expended 1955	Requested 1956	Approved 1956
<b>31 Water:</b>			
Administration			
Salary — Working Superintendent	\$4,055.26	\$4,268.00	
Clerical Hire	322.13	450.00	
Stationery, Postage, Printing	113.07	150.00	
Telephone	236.41	225.00	
All Others		191.00	
Superintendent's Travel	90.56		
Association Meeting Expense	85.00		
Association Dues	6.00		
General			
Labor	4,804.09	6,858.00	
Emergency Repairs	303.17	300.00	
Pipe and Fittings	25.59	50.00	
Meters and Fittings	607.62	1,552.00	
Freight	19.73	25.00	
Small Tools	213.83	172.00	
Compressor — Supplies	26.00	175.60	
Service Connections			
Pipe and Fittings	1,724.32	1,310.88	
Pumping Station			
Oil, Waste, Packing	3.70	22.00	
Supplies	202.47	50.00	
Miscellaneous			
Chlorine	124.53	150.00	
Power and Light	2,807.31	2,800.00	
Fuel Oil	292.28	291.00	
Painting Tank (Fayville)		1,458.00	
Painting Tank (Clear Hill)	1,214.95		
Hydrant Maintenance		458.00	
Truck			
Truck Repairs	70.45	228.00	
Truck Supplies	39.52	65.00	

Average of Prior 3 Years — \$16,408.20    \$17,387.99    \$21,249.48    \$21,249.48

## **UNCLASSIFIED — 4.57% of Total**

### **32 Reserve Fund:**

Estimate 1956		3,000.00	
Fayville Hall	\$90.00		
Dutch Elm Disease	41.75		
Gasoline	248.82		
Street Lights	75.00		
Veterans' Services	1,048.95		
School	250.00		
Water Department	200.00		
Fire Maintenance	297.61		
Fay Swimming Pool	73.78		
Tree Warden	83.50		
Choate Field Maintenance	75.00		
Town Hall Maintenance	92.73		

Average of Prior 3 Years — \$1,940.27    \$2,577.14    \$3,000.00    \$3,000.00

### **33 Fayville Hall:**

Janitor's Salary	\$500.00	\$500.00	
Light and Power	86.01	100.00	
Water	24.00	24.00	

	Expended 1955	Requested 1956	Approved 1956
Fuel Oil (Includes Gas)	860.60	850.00	
Gas		50.00	
Equipment Repairs	38.00	100.00	
Operating Supplies	52.32	50.00	
Average of Prior 3 Years — \$1,397.63	\$1,560.93	\$1,674.00	\$1,674.00
<b>34 Common and Town House Grounds:</b>			
Labor	309.97	350.00	
Flag Pole Repairs	40.00		
Loam, Seed, Fertilizer	101.18	150.00	
Average of Prior 3 Years — \$385.08	\$451.15	\$500.00	\$500.00
<b>35 Town Reports:</b>			
Printing and Distribution	\$1,400.00	\$1,600.00	\$1,600.00
<b>36 Insurance:</b>			
Fire Schedule — Building and Contents	\$2,429.94	\$2,210.79	
Fire, Theft, etc. Automotive Equip.	421.35	421.85	
Sprinkler Leakage (5 Years)		164.88	
Steam Boiler Ins. (3 Years)	38.55	428.00	
Group Accident — Fire Dept.	212.75	222.50	
Workmens' Compensation	2,288.49	2,288.49	
Public Liability, Town Buildings	218.96	218.96	
Auto Liability, Town Vehicles	1,524.80	1,480.59	
Builders' Risk — Southville Fire Station	61.76		
Registration		21.00	
New Fire Truck		106.06	
New Truck		65.50	
Old Chevrolet Truck		65.50	
Average Prior 3 Years — \$6,377.65	\$7,196.60	\$7,694.12	\$7,694.12
<b>37 Planning Board:</b>			
Estimate for 1956		650.00	
Consultant	300.00		
Office Expense, Printing, Stationery and Postage	318.99		
Miscellaneous Supplies	146.00		
Legal	35.00		
Average of Prior 3 Years — \$494.91	\$799.99	\$650.00	\$650.00
<b>38 Gasoline:</b>			
Gasoline	\$3,166.32	\$3,274.00	
Average of Prior 3 Years — \$3,033.91	\$3,166.32	\$3,274.00	\$3,274.00
<b>CEMETERY — 2.19% of Total</b>			
<b>39 Cemetery:</b>			
Salaries — Working Superintendent	\$2,925.00	\$3,600.00	
Labor	3,918.55	4,000.00	
Stationery, Printing and Postage	23.05	20.00	
Telephone	158.35	150.00	
Association Dues and Subscriptions	15.00		
Water	42.73	50.00	
Oil and Grease	38.66	25.00	

	Expended 1955	Requested 1956	Approved 1956
New Equipment	34.20		
Equipment Repairs	223.86	300.00	
Operating Supplies	488.66	500.00	
Grave Liners	195.00	200.00	
Average of Prior 3 Years — \$8,051.36	\$8,063.06	\$8,845.00	\$8,845.00

## MATURING DEBT AND INTEREST — 15.31% of Total

### 40 Interest on Debt:

Southborough Water Loan	\$2,000.00	\$1,600.00	
Fayville Water Loan	190.00	142.50	
\$120,000 School Loan	2,457.00	2,331.00	
\$490,000 School Loan	9,985.50	9,376.50	
Southville Firehouse Loan	314.50	277.50	
Average of Prior 3 Years — \$9,072.33	\$14,947.00	\$13,727.50	\$13,727.50

### 41 Debt Retirement:

Southborough Water Loan	\$10,000.00	\$10,000.00	
Fayville Water Loan	1,000.00	1,000.00	
\$120,000 School Loan	6,000.00	6,000.00	
\$490,000 School Loan	29,000.00	29,000.00	
Southville Firehouse Loan	2,000.00	2,000.00	
Average of Prior 3 Years — \$24,000.00	\$48,000.00	\$48,000.00	\$48,000.00

## RECREATION — .30% of Total

### 42 Mooney Field:

Labor	\$270.00	\$250.00	
New Lawn Mower		475.00	
Equipment Repairs	144.27		
Supplies — Fertilizer, Loam, Lime, Gas, Oil, Grease, etc.	185.10	200.00	
Roll Field		50.00	
Average of Prior 3 Years — \$541.08	\$599.37	\$975.00	\$600.00

### 43 Harold E. Fay Memorial Field:

Mowing Field	\$270.00	\$240.00	
Rolling	20.00		
New Steps	300.00		
Fertilizer, Shrubs and Plants		200.00	
Hand Rail for Steps		50.00	
Drain		150.00	
Average of Prior 3 Years — \$662.39	\$590.00	\$640.00	\$600.00

## WARRANT ARTICLE BUDGETS

	Expended 1955	
Town Hall Repairs:		
Clerical	\$3.13	
Heater Repairs	945.00	
Bulkhead Repairs	232.80	
	<hr/>	
		\$1,180.93
Hurricane Diane:		
Labor	\$6,084.93	
Meals	153.80	
Hired Equipment	960.30	
Gravel, Tar, etc.	677.84	
Materials	328.67	
Pipe and Fittings	2,464.22	
Hose	767.72	
New Equipment	345.00	
Office Supplies	210.59	
Equipment Repairs	1,020.38	
Freight	21.00	
	<hr/>	
		13,034.45
New Fire Station:		
Clerical	\$37.50	
Architects' Fees	850.30	
Legal Fees	122.50	
Contract	15,646.35	
Advertising and Postage	86.25	
Water Connection	55.03	
	<hr/>	
		\$16,797.93
Poison Ivy Control:		
Labor	\$160.00	
Weed Killer	154.50	
Truck Hire	85.50	
	<hr/>	
		\$400.00
Civilian Defense:		
Supplies		\$487.57
Highway Equipment Maintenance:		
Superintendent's Salary	\$112.03	
Labor	410.30	
Equipment Repairs	2,036.76	
Oil and Grease	97.65	
New Pump and Trailer	659.75	
	<hr/>	
		\$3,316.49
Sidewalks:		
Labor	\$381.26	
Superintendent's Salary	72.69	
Cold Patch	518.86	
	<hr/>	
		\$972.81

		Expended 1955
Highway Cable Fence:		
Superintendent's Salary	\$124.83	
Labor	561.70	
Guard Posts	752.50	
Cable	1,033.47	
Paint	27.50	
		<hr/>
		\$2,500.00
Highway, Chapter No. 81:		
Superintendent's Salary	\$1,822.94	
Labor	5,296.07	
Pipe and Culvert	1,094.91	
Cold Patch	578.89	
Tarvia	6,753.14	
Hired Equipment	239.20	
Equipment Rentals	4,166.04	
		<hr/>
		\$19,951.19
Highway, Chapter No. 90 Construction:		
Superintendent's Salary	\$355.69	
Labor	1,185.87	
Culvert	1,749.21	
Hired Equipment	735.05	
Equipment Rentals	1,048.20	
Gravel	474.65	
		<hr/>
		\$5,548.67
Highway, Chapter No. 90 Maintenance:		
Superintendent's Salary	\$115.44	
Labor	434.75	
Gravel	1,379.26	
Pipe	35.00	
Cold Patch	24.98	
Tarvia	425.14	
Equipment Rentals	584.25	
		<hr/>
		\$2,998.82
New Highway Truck:		\$3,140.00
Nearby Land Drainage:		
Superintendent's Salary	\$24.80	
Labor	82.22	
Hired Equipment	130.00	
Pipe	89.38	
		<hr/>
		\$326.40
Northboro Road Bridge:		
Superintendent's Salary	\$77.82	
Labor	265.17	
Hired Equipment	22.00	
Materials	1,300.42	
		<hr/>
		1,665.41
School Housing Committee:		
Clerical	\$34.00	
Illustrated Folders (Printing)	295.16	
Miscellaneous Operating	281.23	
		<hr/>
		\$610.39

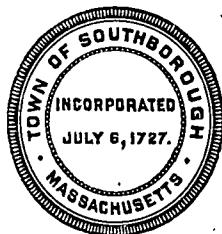
	Expended 1955	
New School:		
Clerk	\$3,500.00	
Architects' Fees	5,446.37	
Contract	281,912.08	
Materials and Supplies	44,939.82	
Insurance	743.16	
Landscaping	2,421.00	
Sound System	2,495.00	
		\$341,457.43
Water Extensions:		
Southville Road:		
Labor	\$212.63	
Hired Equipment	109.50	
		\$322.13
Middle Road:		
Labor	\$601.50	
Gravel	30.00	
Pipe and Fittings	945.40	
Hydrant	149.50	
		\$1,726.41
Water Loop:		
Labor	\$2,078.75	
Superintendent's Salary	130.82	
Hydrants	1,046.50	
Pipe and Fittings	9,672.97	
Materials	141.98	
		\$13,071.02
Fayville Hall Repairs:		
Labor	\$1,541.69	
Supplies	75.97	
Equipment Repairs	710.84	
Boy Scout Room	396.65	
		\$2,725.15
Swimming Pool:		
Lifeguard	\$171.88	
Cleaning Pool	255.89	
Water	129.60	
Supplies	16.41	
		\$573.78
P. T. A. Playground:		
Labor	\$450.00	
Supplies	75.00	
		\$525.00
1955 Census:		
Listing	\$241.00	
Transportation	48.56	
		\$289.56
Pay Scale Survey:		
Contract	\$1,800.00	
Clerical	110.63	
Supplies	178.75	
Distribution of Report	61.03	
		\$2,150.41



# Trust Fund Income Expenditures

	Expended 1955	
Winchester Fund:		
Fuel	\$85.35	
Medical	267.65	
		\$353.00
Bacon Fund:		
Medical		\$255.00
Library Fund:		
Books		\$79.48
Newell Fund Income:		
Superintendent's Salary	\$750.00	
Labor	1,063.00	
Tree Work	465.00	
Equipment Repairs	55.25	
Small Tools	27.40	
New Equipment	238.49	
Oil	4.24	
Flowers	40.00	
Seed, Loam, etc.	145.70	
Hot Mix	118.39	
		\$2,907.47
Cemetery Trust Fund:		
Labor	\$618.10	
Supplies	210.40	
		\$828.50
Eames Fund:		
Flowers		\$25.00
Brigham Fund:		
Gravel		\$14.60
Old Cemetery:		
Labor	\$180.00	
Supplies	234.45	
		\$414.45

**REPORT**  
**OF THE**  
**JOB CLASSIFICATION**  
**COMMITTEE**  
**TOWN OF SOUTHBOROUGH**



**JOB CLASSIFICATION COMMITTEE**

**JOHN HILL, Chairman**

**HOWARD E. GOFF**

**FRANCIS PESSINI**

## **REPORT OF THE JOB CLASSIFICATION COMMITTEE**

The Job Classification Committee authorized by the Special Town Meeting held on May 9, 1955, herewith submits its report.

The Committee's function was to study the jobs performed by Town Employees, to rank them based on an accepted rating scale and to set up an equitable pay scale, the maximum rates to be reached by periodic step rate increases. The Committee has also prepared a plan of administration. The entire Salary Administration Plan is incorporated in a By-law to be considered at a Special Town Meeting to be held on October 24, 1955. Authorization for the Town to act on this proposed By-law is covered in Sections 108A and 108C of Chapter 41 of the General Laws.

The Committee wishes to express its thanks to the many town employees, members of Boards, Commissions and Committees, and Town Counsel, who have cooperated with our Committee in completing our assignment. The Committee was most fortunate in obtaining the services of Samuel P. Allison of Wellesley, as a consultant. Mr. Allison is a recognized authority on job classification and salary administration in both the industrial and municipal fields.

Under Sections 108A and 108C of Chapter 41 of the General Laws of Massachusetts, a town is permitted by by-law to establish a plan classifying town positions, other than those filled by popular election and those under the direction and control of the School Committee (though on request of those in such positions, they may be included) and to establish minimum and maximum salaries, and step rates, for these positions, and to consolidate this plan and all personnel administration procedures of the town into one by-law. This by-law does not require prior approval of the Attorney General.

All employees of the town are entitled to fair and impartial handling of the wage and salary problem. The taxpayers should be able to feel that the level of wages and salaries is adequate, but not excessive. These two objectives are quite consistent with each other and will, in the opinion of the Committee, be attained through the Salary Administration Plan provided for by the by-law. Many towns in Massachusetts have adopted such a Plan and have found it successful. The Committee believes it will be equally successful in Southborough.

### **WHAT THE SALARY ADMINISTRATION PLAN IS AND HOW IT WORKS**

The Salary Administration Plan is a program for treating every employee of the town, regardless of the department in which he or she works, as nearly like every other employee as is humanly possible, under similar circumstances, with respect to rates of pay, so-called "fringe benefits," and the like.

## **Basic Principles**

1. Every employee's job is fairly rated with due regard to all the requirements and conditions which make one job worth more or less than another job.

2. Every employee will be paid what his job is worth in comparison with every other job.

3. When pay increases are allowed by the town, all employees will get equal consideration.

4. A Personnel Board will have the responsibility of carrying out what the Town Meeting votes in the way of wages and salaries, raises, holidays and vacation with pay, sick leave and other matters covered by the Plan.

5. Every town employee will have the right to go to the Personnel Board to present his side of a question regarding wages and other matters covered by the Plan. Section 16 of the proposed by-law prescribes a method by which any employee may process a grievance without prejudice.

6. Any employee not satisfied after taking a case to the Personnel Board can submit the case to the town meeting.

## **The Plan Explained**

The Salary Administration Plan provided for in the proposed by-law will give Southborough a plan based on the most up-to-date and proved techniques and procedures of salary determination and administration. It will provide a simple and orderly procedure for handling such problems as the town grows.

The Plan will put compensation and related matters on a business basis, but for maximum results the underlying principles and thinking must be thoroughly understood. To help accomplish this purpose, this statement puts the precise, technical and legal terminology of the by-law into simple, every-day, layman's language.

The Plan consists of three parts: (1) The Classification Schedule, (2) The Salary Schedule and (3) The Personnel Board.

### **I. The Classification Schedule**

In the Classification Schedule the town jobs appear in the order of their relative job demands and requirements, grouped into "Job Groups." This is like putting the jobs on a **flight of stairs**, with the jobs rating lower on the lower steps, and those with the higher ratings on the upper steps. The stair treads represent the Job Groups and the risers represent the differentials between the jobs or Job Groups.

The Job Group into which each job falls was determined by measuring each job in terms of its requirements for such components (or job factors) as job knowledge, skill, responsibility, effort, working conditions, etc. The Job Rating Plans used are widely used and accepted over the country by employees and employers and in many municipalities.

**Jobs were not compared with each other as a whole or directly.** Thus, it was not said, "This job is worth more than that job, so let's rank it higher."

**Nor were jobs compared on the basis of job titles.** Jobs may sound very similar from their titles, but actually differ as to duties and job demand. On the other hand, some job titles may sound unlike but the actual job demands may be similar.

Instead, as the components of each job were measured, each component received a certain number of points. The sum of these points is the point score or "rating" for the job. Only after this work was done, was it known how the jobs would rank in relation to each other.

The Classification Schedule is the basis for the Salary Schedule, for salaries cannot be established properly until the relationship of the jobs is known, and the differentials established.

## **II. The Salary Schedule**

After the jobs were located on the proper steps, the next thing was to "price" them, and to establish rate ranges for each Job Group. This rate range is the rate range also for each job in the Group.

A rate range consists of a "minimum," which is the normal "starting rate" or "entrance rate"; and a "maximum," which is the "top rate" for the job. The Plan provides that a new full time employee will be on a probationary basis for the first six months and, if satisfactory service has been rendered, may then receive the first step-rate increase. From then on, he will come up annually, one year from the date of the latest increase, for consideration for the next upward step until the top rate is attained.

When a new job is created, or the duties of an existing job changed so that in effect there is a new job created, the procedure is to rate the new job or the changed existing job. This allocates the job to the proper job group and automatically sets the rate for the new or changed job.

The rate ranges, and single rates for various part time jobs, have been established on the basis (1) of a survey of rates in nearby communities, and, (2) of wide information on rates being paid for comparable work in business and in other municipalities in general.

It must be kept clearly in mind that the "top job rates" or "maxima" are never frozen. The maximum for a job, or Job Group, is simply the top rate at the time. The Classification Schedule puts the jobs on the proper steps in the flight of stairs. The Salary Schedule provides rate ranges which are the bottom and top for each "step" or rate range. To adjust the Salary Schedule general pay level, all that is necessary is to adjust the level of the flight of stairs.

**The entire Salary Administration Plan must be reviewed and audited from time to time to keep it up to date and adapted to changes**

**in job content, new jobs, general economic conditions, etc.** Hence, the Personnel Board is given the specific duty to review all factors affecting the pay level and to make such recommendations to the Town as may seem desirable in order to maintain at all times a fair and equitable general pay level in keeping with general economic conditions.

Vacations and holidays with pay, sick leave and workmen's compensation and the like are in effect "indirect pay" and are a part of a good Salary Administration Plan. The proposed By-law incorporates various such practices and policies.

### **III. The Personnel Board**

In business, it has been learned that there must be a Personnel Department, or Salary Committee, to interpret and operate a salary administration plan in order to be sure that all actions taken by all the various departments of a company are in accordance with the Plan. This is equally important in a town and hence salary administration plans for municipalities provide Personnel Boards to administer the plans and to be sure that there is uniform interpretation and application throughout the entire town.

In order for the Salary Administration Plan to be of maximum assistance to department heads and town officials, the Personnel Board should have reasonable power to act. Otherwise, the Salary Administration Plan may be too rigid and might well hamper the various department heads and injure the services of the Town. Therefore, the duties of the proposed Personnel Board provide what is considered a desirable degree of flexibility. Moreover, when a new plan is first put into operation, it must be anticipated that certain adjustments may be necessary, especially during the first year.

The function of the Personnel Board is to represent BOTH the taxpayers and the employees of the Town. There is a fair and equitable balance point for the mutual interest of both groups. The ideal is that the Personnel Board be composed of broad gauge and impartial citizens who will feel they are representing the ENTIRE Town and who will take into consideration the various viewpoints, interests and matters that concern the various groups of citizens.

### **ADVANTAGES OF A SALARY ADMINISTRATION PLAN**

#### **1. For the Town as a Whole**

(a) There will be a definite pay structure, and Town officials can more readily determine how the general pay level compares with similar positions outside the service of the Town.

(b) There will be a definite basis for granting pay increases, and assurance that all personnel are being treated alike, and paid alike, for equal demand of work.

(c) Hiring procedures and results will be improved. People like to know what they can expect and count on.

(d) There will be more dependable facts, on which to base action on pay problems.

## **2. For the Department Heads and Town Officials**

(a) Better preparation and planning of budgets will be possible.

(b) They will be freed from pressure for increases, because the Plan establishes the program.

(c) Personnel procedures will be helped as a result of the continuing job studies, the establishment of Town-wide policies, etc.

(d) They will have the advantage of being able to confer with a Personnel Board on matters related to pay, jobs, etc., similar to the benefits experienced in a company with a Personnel Department.

## **3. For the Town Employees**

(a) They will know just where they stand, and will be protected against either prejudice or favoritism, if any such should ever exist in the Town.

(b) Financially, they will know just what to expect, and can have as much assurance as possible that they are being paid in proper relation to other Town personnel and comparable jobs outside the service of the Town.

(c) They will be assured that there is a uniform and consistent treatment for ALL Town personnel throughout all the several departments.

(d) Under the proposed Plan, if any ever feel that they are being treated unfairly in pay matters, or have related questions, they will have the opportunity to take the matters up with the Personnel Board.

## **THE SALARY SCHEDULE AND RECOMMENDED PAY ADJUSTMENTS**

When a salary plan is adopted the first procedure is to get all present covered employees on a step rate of the rate ranges. The recommended pay adjustments do this, and also, in most instances, include an additional increase. This the Committee believes is in order in view of general economic conditions and action on wages in other towns and in business. For part time jobs, and other jobs shown in the General Group, increases are recommended in many instances. For some jobs it is felt that further study by the Personnel Board should be made before the rate of pay is changed.

In most instances there will also be one step rate above the step rate on which the recommended pay adjustments locate employees; to which they can advance in accordance with the provisions of the Salary Administration Plan and the recommendation in the following paragraph.

This will mean that the Salary Schedule as presented will be fair and adequate for some time to come.

In working out the recommended increases the Committee had to decide whether to recommend that the Plan become operative as of April 1, 1956, or whether to make the first start in adjustment of rates as of November 1, 1955. After viewing all the circumstances very thoroughly, the Committee came to the conclusion that those who served the Town should not be asked to wait until April 1, 1956, but that the Plan should go into effect as of November 1, 1955, and that the recommended increases should become effective as of that date, with the understanding, however, that the provisions of the Plan regarding step rate increases become operative as of April 1, 1956, and that April 1, 1956 be the anniversary date for such increases. This means that one year from April 1, 1956 employees will be eligible for consideration for a step rate increase, unless they are already at the top of their rate range.

In the case of Mr. Walter Offutt, Cemetery Superintendent, the Committee feels that he has rendered such outstanding service in giving the Town one of the best kept and operated cemeteries in the state, that it recommends that he go to the maximum of the rate range for Superintendent-Cemetery. In a few other instances, employees were taken to the maximum rate in order to give them an increase now.

### INSTALLATION PROCEDURES

If the Town approves the Plan a motion covering the following points will be made in order to get the Plan into operation.

(1) The compensation of the present town employees shall be as set forth in the departmental pay schedules worked out by the Job Classification Committee, in order to put all present employees in step with the Salary Administration Plan, effective as of November 1, 1955, and shall be payable when said departmental pay schedules are certified to the respective department heads by the Job Classification Committee acting as an Interim Personnel Board. April 1, 1956 the provisions of the Plan regarding step rate increases shall become operative and one year thereafter employees shall be eligible for consideration for a one step rate increase, unless they are already at the top of their rate range.

(2) Pending appointment an organization of the Personnel Board, the Job Classification Committee shall be empowered to function as an Interim Personnel Board; and shall automatically cease so to function on the date of the organization of the Personnel Board. If, pending the appointment and organization of the Personnel Board, any questions shall arise, they shall be determined by said Job Classification Committee.



**TOWN OF SOUTHBOROUGH**  
**Town By-Laws — Article**  
**SALARY ADMINISTRATION PLAN**

**Preamble**

This by-law establishes a Salary Administration Plan, hereinafter called the "Plan," which classifies the several positions in the town services into groups, establishes salary schedules; establishes so-called "fringe" benefits, or "indirect pay" provisions, such as holidays and vacations with pay, sick leave, and the like; and establishes a Personnel Board to administer the Plan, as hereinafter provided, and to represent the interest of both taxpayers and town employees.

**Section 1. Classification Schedule**

The positions of all officers and employees in the service of the town, whether full time, part time, temporary, seasonal, special, casual, Civil Service, or any others, other than those positions filled by popular election and those under the direction and control of the School Committee, are hereby classified by titles in the groups listed in Schedule A, entitled "Classification Schedule," as set forth in Section 20 of this by-law.

**Section 2. Titles of Positions**

No person shall be appointed, employed or paid as an employee in any position subject to the provisions of the Salary Administration Plan under any title other than those of the Classification Schedule, or under any title other than that of the job the duties of which are actually performed. The job title in the Classification Schedule of the Plan shall be the official title for all purposes having to do with the position and shall be used to designate the position in all payrolls, budget estimates and official reports, and in every other connection involving personnel and fiscal processes.

**Section 3. New or Changed Positions**

Whenever a new position is established, or the duties of an existing position are so changed that a new level of work demand exists and in effect a new position is created, upon presentation of substantiating data satisfactory to the Personnel Board, the Board shall rate such new or changed position and allocate it to its appropriate group and establish the rate range therefor.

**Section 4. Reclassification of Employees**

No employee may be reclassified to a job in another group, either higher or lower, until the Personnel Board shall have determined such a reclassification will be consistent with the provisions of the Salary Administration Plan.

**Section 5. Job Descriptions and Interpretations**

The Personnel Board shall maintain written job descriptions of the jobs or positions in the Classification Schedule of the Plan, each consisting of a statement describing the essential nature of the work

characteristics of the position that distinguish the position from other positions. The description for any position shall be construed solely as a means of identification and not as prescribing what the duties or responsibilities of any position shall be, or as modifying, or in any way affecting, the power of any administrative authority, as otherwise existing, to appoint, to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

## **Section 6. Salary Schedule**

The Salary Schedule of the Salary Administration Plan, set forth as Schedule B in Section 21 of this by-law, shall consist of the maximum and minimum salaries, step-rate salaries, or single rate salaries for the groups and positions in the Classification Schedule. The salary range of a group shall be the salary range for all positions classified in such group.

Irrespective of the period of time for which pay rates may be shown in the Salary Schedule, all employees shall continue to be paid on an hourly, weekly, monthly, or other basis, as at present, unless otherwise authorized by the Personnel Board or by amendment of the Salary Administration Plan.

## **Section 7. Salary Rates above Maximum**

Any salary rate which is above the maximum rate for a job, as established by this Salary Administration Plan, shall be deemed to be a personal rate, and apply only to the incumbent. When such incumbent leaves the employ of the town or is transferred to another job with a higher maximum rate than his personal rate or higher maximum rates are established, the personal rate shall disappear. No other employee assigned to, or hired for, such job shall advance beyond the maximum of the job.

## **Section 8. Adjustment Policies**

(a) Every employee subject to this plan who is in the continuous full time service of the town, computed from the date of his latest employment, and who has a satisfactory performance record, shall be eligible annually, one year from the date of the latest increase, for consideration for advance to the next higher step rate, but not more than one step rate in any one twelve-month period, until the maximum for his job is reached, subject to the approval of his department head and the Personnel Board. Any employee denied such an increase has the right of appeal to the Personnel Board, which shall confer with both the employee and the department head, and shall decide the matter. All adjustments shall be approved in advance by the Personnel Board.

(b) Regular part time employees, for whose positions step rates are provided, shall be eligible for consideration for increases on the same basis as provided for full time personnel in clause (a) of this section. Special, casual and other part time personnel, for whose positions there is a single rate, shall not be eligible for step rate increases.

## **Section 9. Transfers and Promotions**

(a) When an employee is promoted to a job with a higher rate range, or rate of pay, he shall enter it at the minimum of the job rate range or at his own rate, whichever is the higher, but in no event at a rate in excess of the maximum for such job. He may also receive at the time a one step rate increase, provided the maximum for the job is not exceeded, if the department head recommends that qualifications and performance warrant it, and the Personnel Board approves. If the department head should feel that there should be a trial period before recommending the promotional one step rate increase, on recommendation of the department head the Personnel Board may approve such a deferred promotional increase at the conclusion of the trial period.

(b) If an employee is transferred to a job with a lower rate range, or rate of pay, he shall enter it at his own rate or at the maximum rate for the job, whichever is the lower, providing the Personnel Board approves. The employee shall have the right of appeal to the Personnel Board and to be heard thereon, and the Personnel Board shall decide the matter.

## **Section 10. New Personnel**

(a) The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired, unless otherwise authorized by the Personnel Board. Department heads shall notify the Personnel Board of the hiring of all new personnel and their hiring rates.

(b) For new regular full time, and new regular part time personnel for whose positions there is a rate range and step rates, the first six months of employment shall be a probationary period, at the end of which the employee may advance one step rate, provided the department head and the Personnel Board decide his performance warrants it. Otherwise, he shall be eligible for consideration after one year of continuous service. This probationary step rate increase shall apply only at the start of employment, and shall not apply in case of transfer or promotion from one job to another.

## **Section 11. Department Budgets**

Each department head shall include in the annual budget a pay adjustment section to provide funds for anticipated pay adjustments during the ensuing year, expenditures to be made therefrom only in accordance with the Salary Administration Plan with the approval of the Personnel Board.

## **Section 12. "Fringe" Benefits**

So-called "fringe" benefits, such as holidays and vacations with pay, sick leave, and other such matters, are a cost item to the town and a form of "indirect pay," and included in the coverage of the Salary Administration Plan, both those included in the Plan at its adoption and any others which may be included in the future.

### **A. Holidays with Pay**

(1) All regular full time employees shall receive one day at

regular straight time pay for the following state legal holidays — New Year's Day, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas; provided they fall on, or are observed on, a regularly scheduled work day. If such a holiday should fall on a Saturday the holiday pay shall be the amount the employee would normally receive for the amount of work, if any, performed on such a Saturday.

(2) To be eligible for such holiday pay an employee shall have worked on the regularly scheduled work day next preceding, and shall have worked, or have satisfactorily presented himself for work, on the regularly scheduled work day next following the holiday.

(3) In the case of Police Department, or other departments, whose personnel is subject to duty seven days a week, those regular employees who are assigned to duty on the holiday shall receive a compensatory day off, or a normal day's pay, at the discretion of the department head. Details as to administrative policies and practices relative to holidays with pay shall be as prepared and established under the direction of the Personnel Board.

#### **B. Vacations with Pay**

(1) Employees who have been in the continuous full time service of the town not less than six months but less than one year as of July 1 shall be entitled to one week of vacation with one regular week's pay.

(2) Employees who have been in the continuous full time service of the town for at least one year as of July 1 shall be entitled to two weeks' vacation with two regular weeks' pay.

(3) Vacations shall be granted by the department heads at such time as, in their opinion, will cause the least interference with the performance of the regular work of the departments. Vacations must be taken in the year in which they are due, and shall not accumulate from year to year.

(4) If, in the opinion of the department head, there are unusual circumstances which warrant it, an employee may, upon request, continue at work and receive vacation pay in lieu of his vacation.

(5) In the event of termination of employment which is caused through no fault of the employee, or by reason of retirement, the employee shall be paid, or be entitled to time off with pay, for any accumulated vacation at the rate of one day's regular pay for each month since the employee's preceding vacation, not to exceed two weeks' pay. In the event of the death of an employee, any accumulated vacation pay shall be paid to his estate.

(6) Vacation administrative policies and practices shall be prepared and established under the direction of the Personnel Board. Call personnel of the Fire Department shall be entitled to take vacations on the above basis without loss of pay.

### **C. Sick Leave**

(1) All regular full time employees shall be entitled to ten days' sick leave per year with pay, accumulative for a period of three years' continuous service or a maximum of thirty days. In no case shall payment exceed thirty days' compensation in any single year. Sick leave shall be payable only in cases of bona fide illness or non-work-connected accident.

(2) Employees who because of sickness, or non-work-connected accident, are absent for a period of more than two days shall be required to present a doctor's certificate to their department head stating reason and period of time employee will be absent from his work. The above section is not to be construed by any employee or department head for time off or for any sickness caused by over-indulgence in alcohol or narcotics or by his or her misconduct.

(3) Details as to sick leave administrative policies and practices shall be as prepared and established under the direction of the Personnel Board.

### **D. Workmen's Compensation**

Present practices now followed by the town related to Workmen's Compensation shall continue unchanged.

### **E. Military Leave**

Employees who may be in the National Guard or in the Armed Services Reserve shall not receive compensation while on temporary military duty, military training and the like, but instead of being required to use their vacation allowance for such military activity, they shall receive the vacation to which they are entitled.

### **F. Jury Duty**

If an employee is called to jury duty he shall receive an amount equal to the difference between his normal compensation and the amount (excluding any travel allowance) received from the court, upon presentation of evidence of the amount paid by the court.

### **Section 13. Leaves of Absence**

Leaves of absence for valid reasons may be granted by a department head but shall be without compensation. Leaves of absence may not be granted to seek other employment.

Leaves of absence of over three months duration, except military leave, shall be considered a break in employment and on return to work the employee shall have the status of a new employee, unless an extension of leave beyond three months has been authorized by the Personnel Board.

### **Section 14. Personnel Board**

There shall be a Personnel Board to administer the Salary Administration Plan, said Board to be appointed by the Moderator, consisting of three voters other than employees of the town or those regularly serving the town in any elective or appointive capacity. They shall serve without compensation.

When the Personnel Board is first constituted, the Moderator shall appoint one member to serve until May 31, 1958, one to serve until May 31, 1957, and one to serve until May 31, 1956. All subsequent appointments shall be for three years. Any vacancies shall be filled by the Moderator. All members shall continue to hold office until their successors have been appointed and qualified. The Personnel Board may employ assistance and incur expenses as it deems necessary, subject to appropriation of funds therefor.

#### **Section 15. Duties of the Personnel Board**

(a) The Personnel Board shall administer the Salary Administration Plan and shall establish such policies, procedures and regulations as it deems necessary for the administration of such Plan.

(b) The Board shall annually, in June, meet and organize by the choice of a Chairman and Clerk. A majority of the Board shall constitute a quorum for the transaction of business. The votes of the majority of all the members of the Board shall be necessary on any matter upon which it is authorized to or required to pass under the Salary Administration Plan.

(c) The Personnel Board shall maintain records of all employees subject to this Plan, including therein such information as it deems desirable, said records to be kept by the Town Accountant, under the direction of the Board. Department heads shall furnish such information as shall be requested by the Board. The Town Accountant shall also check on matters covered by the Plan and shall bring any deviations to the attention of the Board prior to payment.

(d) The Personnel Board, from time to time, shall review the work of all positions subject to the Salary Administration Plan. Such reviews shall be so scheduled as to cover all such positions at intervals of not more than three years. The Personnel Board may tentatively add a new position to the Classification Schedule or reclassify an existing position to a different group, either higher or lower, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan at the next annual town meeting.

(e) The Personnel Board shall, from time to time, review the Salary Schedule and administration policies of the Salary Administration Plan. It shall keep informed as to pay rates and policies outside the service of the town, and shall recommend to the town any action which it deems desirable to maintain a fair and equitable pay level.

(f) Upon recommendation of a department head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, said Board may authorize an entrance rate higher than the minimum rate for a position, and such other variances in the Salary Administration Plan as it may deem necessary for the proper functioning of the services of the town, and to effectuate the basic intent of the Plan.

(g) The Personnel Board shall make an annual report to the town, including recommendations on any matters related to the Plan which it feels should be considered by the town.

## **Section 16. Employees and the Personnel Board**

All employees shall have the right to request an appointment to confer with the Board on any matter which is of interest or concern to them and which is covered by the Salary Administration Plan. As a matter of courtesy to the department head, the employee shall notify him in advance of his desire to discuss the matter with the Board. One of the duties of the Board shall be to foster mutual understanding and goodwill with the personnel of the town.

To facilitate this, if any employee should feel aggrieved by the operation of any provision of the Plan, he shall first discuss the matter with his department head, in a mutual effort to clear up any problems or misunderstanding.

If two weeks after such a conference, a satisfactory understanding and solution of the problem has not been reached, then either the department head or the employee may take the matter to the Board. The Board shall hear the parties not later than its next regular meeting. There shall be no discrimination or prejudice by any department head against any employee who may take a matter to the Board.

## **Section 17. Amendment of the Plan**

The Salary Administration Plan may be amended in the same manner in which the town by-laws may be amended; provided, however, that no amendment to the Plan shall be made until it has been presented by signed petition addressed to and submitted to the Personnel Board, and acted upon by the Board. Upon receipt of such a written petition the Board, after giving the petitioners, the heads of departments and employees affected at least three days' written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the Personnel Board shall approve any such proposed amendment, it shall take the proper steps to bring the proposed amendment before the next annual town meeting for its consideration and action. If the Personnel Board shall disapprove any such proposed amendment, and failure to act thereon within fifteen days after the hearing shall be deemed disapproval, the petition may then be presented to the next annual town meeting for its consideration and action, if so desired. The Board of its own motion, after a similar hearing and/or conference with parties interested, may propose an amendment to the Plan.

## **Section 18. Civil Service Law**

Nothing in this by-law, or in the Salary Administration Plan, shall be construed to conflict with Chapter 31 of the General Laws, which is the Chapter dealing with the Civil Service Laws.

## **Section 19. Separability Provision**

In the event that any provision of this by-law, or application thereof, shall be held to be invalid by the proper authorities, this shall not be construed to affect the validity of any other provision, or application thereof, of this by-law.

**Section 20. Schedule A**  
**CLASSIFICATION SCHEDULE**  
**Job Classification by Groups**

**Section 21. Schedule B**  
**SALARY SCHEDULE**

Job Group	Period	Rate Range for Group			
		Minimum	2	3	Maximum
<b>Group 25</b>	Week	77.00	80.00	84.00	87.00
Superintendent (Working)—Highway					
Superintendent (Working)—Water					
<b>Group 26</b>		72.00	75.00	78.00	82.00
Chief (Working)—Police					
Town Accountant and Clerk —					
Highway*—Accounting					
<b>Group 27</b>		69.00	72.00	75.00	78.00
Vacant					
<b>Group 28</b>		66.00	69.00	72.00	75.00
Superintendent (Working)—Cemetery					
<b>Group 29</b>		62.00	65.00	68.00	71.00
Vacant					
<b>Group 30</b>		59.00	62.00	65.00	68.00
Patrolman—Police					
<b>Group 31</b>		55.00	58.00	61.00	64.00
Vacant					
<b>Group 32</b>		51.00	54.00	57.00	60.00
Librarian (Working)*—Library					
<b>Group 43</b>	Hour	1.25	1.30	1.35	1.40
Clerk—Selectmen					
<b>Group 44</b>		1.15	1.20	1.25	1.30
Bookkeeping Clerk—Accounting					
Bookkeeping Clerk—Collector					
Bookkeeping Clerk—Treasurer					
<b>Group 45</b>	Hour	1.05	1.10	1.15	1.20
Clerk—Water					
<b>Group 46</b>		1.00	.....	1.05	1.10
Clerk General—All Departments					
<b>Group 56</b>	Hour	1.46	1.51	1.56	1.61
Heavy Equipment and Truck Operator					
and Laborer—Highway					
Water Crew Man A—Water					
<b>Group 57</b>		1.40	1.45	1.50	1.55
Vacant					
<b>Group 58</b>		1.34	1.39	1.44	1.49
Cemetery Man—Cemetery					
Laborer and Truck Driver—Highway					
Tree Warden and Moth Superintendent					
Water Crew Man B					



	Rate Range for Group			
	Period Minimum	2	3	Maximum
<b>Group 59</b>				
Laborer—All Departments	1.28	1.33	1.39	1.43
Water Crew Man C				
<b>Group 60</b>	1.22	1.27	1.32	1.37
Laborer Common—All Departments				
<b>Group 61</b>	1.18	.....	1.22	1.27
Student Worker				

Note: \* See General Group

#### General Group

This Group includes all part time, seasonal, casual, special, combination and other jobs and positions not otherwise classified in the numbered Groups. Also part time jobs for which proportional rates are established.

#### General Group

The rates of pay as shown on the records of the Town Accountant, and/or the Job Classification Committee, shall continue in effect until otherwise adjusted by the Personnel Board, or by amendment of the Salary Administration Plan.

Note: All rates for the numbered Groups are shown on the basis of full time employment. Rates for part time positions are established on a proportional basis in the General Group.

<b>Clerk—Advisory Board</b>	100.00 Year
<b>Director—Civil Defense</b>	Volunteer Service
<b>Custodians</b>	
Fire Department	
Headquarters	345.00 Year
Southville	145.00 Year
Library	660.00 Year
Town Hall—Southborough	1,000.00 Year
Town Hall—Fayville	600.00 Year
<b>Election Officials</b>	
Warden	1.15 Hour
Clerk	1.00 Hour
Counter	1.00 Hour
<b>Dog Officer</b>	100.00 Year
<b>Fire Department</b>	
Call Chief and Forest Warden	600.00 Year
Call Captain	150.00 Year
Call Lieutenant	125.00 Year
Call Firefighter	100.00 Year
Auxiliary Firefighter	Volunteer Service
Brush and Forest Fires	
Captains and Lieutenants	1.15 Hour
Others	1.00 Hour
<b>Health Department</b>	
Animal Inspector	100.00 Year
Inspector of Slaughtering	25.00 Year
<b>Highway Department</b>	
Attendant—Dump	20.00 Week
<b>Police Department</b>	
Spare Patrolman	1.35 Hour
<b>Sealer of Weights and Measures</b>	100.00 Year
<b>Director—Veterans' Services</b>	300.00 Year
<b>Town Counsel</b>	300.00 Year
	Plus fees for special work
<b>Town Accountant and Clerk—Highway—Accounting</b>	36.00 Week
<b>Library</b>	
Librarian (Working)	47.00 Week
Library Assistant	1.00 Hour
Branch Library Assistant	1.00 Hour

**TOWN WARRANT**  
**COMMONWEALTH OF MASSACHUSETTS**

Worcester, ss.

January 18, 1956

To either of the Constables of the Town of Southborough,

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of Southborough, qualified to vote in elections and Town affairs, to meet in the Town House in said Southborough, on

Monday Evening, March 12, 1956

at seven o'clock, then and there to take action on the following articles:—

Article 1. To hear the reports of the various Town officers and Committees and take such action thereon, as the Town may vote.

Article 2. To see if the Town will vote to fix, for the Calendar year, 1956, the salary and compensation of all elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws as amended, which officers are as follows:—

One Moderator, one Town Clerk, one Treasurer, one Town Collector, three Selectmen, three Assessors, three members of the Board of Public Welfare, three members of the School Committee, three Cemetery Commissioners, three members of the Board of Health, three Water Commissioners, and one Tree Warden.

It is recommended that the salaries of the elective officers of the Town be fixed as follows:

Moderator	\$25.00	Welfare Comm. (3)	150.00
Town Clerk	600.00	School Comm. (3)	300.00
Treasurer	625.00	Cemetery Comm. (3)	75.00
Town Collector	1,100.00	Water Comm. (3)	100.00
Selectmen (3)	1,050.00	Board of Health (3)	150.00
Assessors (3)	975.00	Tree Warden	25.00

Please note that the following increases have been recommended:

Town Clerk — increase of \$100.00

Town Collector — increase of 200.00

Selectmen (3) — increase of 300.00

Article 3. To see if the Town will vote to raise and appropriate the sum of Fifty-one Hundred Seventy-five (\$5,175.00) Dollars, or such other sum of money as may be necessary, to pay the salaries of all elective Town officers, or do or act thereon.

**It is recommended that the sum of \$5,175.00 be raised and appropriated.**

Article 4. To see if the Town will vote to raise such sums of money as may be necessary for the Town's use, and make appropriation of the same, or do or act anything in relation thereto.

**Under this Article come all the appropriations for the General Government of the Town. The recommendations of the Advisory Committee are shown in the tabulated form and are included as part of the annual report.**

Article 5. To see if the Town will authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1956, and to issue a note or notes, therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year, in accordance with Section 17, Chapter 44 of the General Laws, as amended, and pass any vote or take any action in relation thereto.

**It is recommended that authority be given.**

Article 6. To see if the Town will authorize the Board of Assessors, to use free cash in the Town Treasury, and if so, what sum, for the purpose of reducing the amount to be raised and assessed as taxes in 1956, or pass any vote relative thereto.

**Recommendation will be made at Town Meeting.**

Article 7. To see if the Town will vote to raise and appropriate a sum of \$2,219.98 as required by the County Commissioners, to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$2,219.98 be raised and appropriated.**

Article 8. To see if the Town will vote to raise and appropriate the sum of Five Hundred Fifty (\$550.00) Dollars, for the playground activities, managed under the direction of the

Board of Selectmen, or do or act anything in relation thereto. (Proposed by the Parent-Teachers Association.)

**It is recommended that the sum of \$550.00 be raised and appropriated.**

Article 9. To see if the Town will vote to raise and appropriate the sum of Six Hundred Twenty-five (\$625.00) Dollars, to be expended under the direction of the Board of Selectmen to pay the cost of supervision, maintenance, and to supply water, in connection with the use of the Fay School swimming pool, by the Inhabitants of the Town, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$625.00 be raised and appropriated.**

Article 10. To see what disposition shall be made of the dog money.

**It is recommended that the revenue obtained from the licensing of dogs (\$799.54) be used as part of the appropriation for the Library.**

Article 11. To see if the Town will accept a contribution from Saint Mark's School, if any, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

**It is recommended that the contribution be accepted and placed in the Town Treasury.**

Article 12. To see if the Town will vote to transfer from any of its available funds, the sum of Two Hundred Ninety (\$290.00) Dollars, and appropriate the same to be used for private tree work, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$290.00 now held under Tree Warden Private Work be transferred and that the same be appropriated and used for private tree work.**

Article 13. To see if the Town will vote to raise and appropriate the sum of Two Hundred Fifty (\$250.00) Dollars, to defray expenses of the Memorial Day exercises on May 30, 1956, under the auspices of the Bagley-Fay Post No. 161, American Legion, or do or act anything in relation thereto. (Proposed by the Bagley-Fay Post No. 161, American Legion.)

**It is recommended that the sum of \$250.00 be raised and appropriated.**

Article 14. To see if the Town will vote to raise and appropriate the sum of Two Hundred Fifty (\$250.00) Dollars, for the Memorial Day, May 30, 1956, observance exercises under the auspices of Choate Post 3276, Veterans' of Foreign Wars, or do or act thereon. (Proposed by the Choate Post 3276, Veterans' of Foreign Wars.)

**It is recommended that the sum of \$250.00 be raised and appropriated.**

Article 15. To see if the Town will vote to authorize the expenditure of the sum of Five Hundred (\$500.00) Dollars, from the Cemetery Reserve Fund, to be used for the purchase of Loam, the payment of labor and the maintenance of the Old Burying Ground, or do or act anything in relation thereto. (Proposed by the Cemetery Commissioners.)

**It is recommended that the sum of \$500.00 be transferred from the Cemetery Reserve Fund.**

Article 16. To see if the Town will vote to raise and appropriate the sum of Twenty-five Hundred (\$2,500.00) Dollars for the purpose of installing cement-post-cable fences on any of its highways, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$2,500.00 be raised and appropriated.**

Article 17. To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of Nine Thousand (\$9,000.00) Dollars to be used for Chapter 81 Highways or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$9,000.00 be transferred from the Excess and Deficiency Account.**

Article 18. To see if the Town will vote to transfer from any of its available funds the sum of \$12,925.00, and appropriate the same to be used for Chapter 81 Highways or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$12,925.00 be transferred from the Excess and Deficiency Account.**

Article 19. To see if the Town will vote to raise and appropriate the sum of Twenty-five Hundred (\$2,500.00) Dollars,

for Chapter 90 Construction, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$2,500.00 be raised and appropriated.**

Article 20. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds the sum of Seventy-five Hundred (\$7,500.00) Dollars, to be used for Chapter 90 Highways Construction, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$7,500.00 be transferred from the Excess and Deficiency Account.**

Article 21. To see if the Town will vote to raise and appropriate the sum of One Thousand (\$1,000.00) Dollars, for Chapter 90 Maintenance, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$1,000.00 be raised and appropriated.**

Article 22. To see if the Town will vote to transfer from any of its available funds, the sum of Two Thousand (\$2,000.00) Dollars, and appropriate the same to be used for Chapter 90 Highway Maintenance, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$2,000.00 be transferred from the Excess and Deficiency Account.**

Article 23. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, the sum of Thirty-six Hundred (\$3,600.00) Dollars, to be used for the purchase of a new 2-ton truck for the Highway Department, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$3,600.00 be transferred from the Road Machinery Fund.**

Article 24. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, the sum of Five Thousand (\$5,000.00) Dollars, for the purpose of installing drainage facilities on Walker St., Walnut

Drive, Mitchell St., Lyman St., and Parkerville Rd., and to authorize the Selectmen to acquire such interests in privately-owned land as may be necessary for such purposes, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$5,000.00 be transferred from the Excess and Deficiency Account.**

Article 25. To see if the Town will vote to raise and appropriate the sum of Two Thousand (\$2,000.00) Dollars, to be used by the Moth Superintendent to suppress or eliminate Dutch Elm Disease, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$2,000.00 be raised and appropriated.**

Article 25A. To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury the sum of Four Hundred (\$400.00) Dollars, for the purpose of continuing the exterminating of Poison Ivy (Chapter 660, Acts of 1948) along the public highways, school and public playgrounds, or do or act anything in relation thereto. (Proposed by the Moth Superintendent.)

**It is recommended that the sum of \$400.00 be transferred from the Excess and Deficiency Account.**

Article 26. To see if the Town will vote to raise and appropriate or transfer and appropriate from available funds in the Treasury, the sum of Three Thousand (\$3,000.00) Dollars for highway equipment and maintenance, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Superintendent of Streets.)

**It is recommended that the sum of \$3,000.00 be transferred from the Road Machinery Fund.**

Article 27. To see if the Town will vote to transfer to Excess and Deficiency Account, and to Road Machinery Account, the unexpended balances of certain special appropriations as follows:

To Excess and Deficiency

Highway Sheds Building Committee Balance	\$165.00
Pay Scale Survey Balance	349.59
Cemetery Land Purchase	200.00

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\$714.59



To Road Machinery Fund

New Highway Truck Balance \$260.00

or do or act anything in relation thereto. (Proposed by the Town Accountant.)

It is recommended that the sum of \$714.59 be transferred to the Excess and Deficiency Account, and that the sum of \$260.00 be transferred to the Road Machinery Fund.

Article 28. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, a sum of money for the purpose of acquiring land or any interest therein, for the purposes of a town dump and to authorize the Selectmen to enter into any such contracts, leases, and agreements as may be necessary for such purposes, and to enter into such other contracts as may be necessary for the maintenance of said dump, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

It is recommended that the Town vote to so authorize the Selectmen and that the sum of \$2,836.00 be raised and appropriated.

Estimates for the year 1956 as follows:

Land Rental .....	\$1,800.00
Caretaker .....	936.00
Maintenance by Highway Dept. ....	100.00
	<hr/>
	\$2,836.00

Article 29. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, the sum of Twenty-seven Hundred (\$2,700.00) Dollars, for the purchase of a new Police Cruiser, station-wagon type, and to transfer thereto from the old police cruiser, all gear and equipment, and to authorize the Board of Selectmen to sell, turn in, or otherwise dispose of the 1954 police cruiser now used by the police, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Chief of Police.)

It is recommended that the Town vote to so authorize the Selectmen and that the sum of \$2,700.00 be transferred from the Excess and Deficiency Account.

Article 30. To see if the Town will vote to raise and appropriate or transfer from any of its available funds, the sum of Three Hundred Seventy-five (\$375.00) Dollars, for the purpose of altering the present kitchen in the Town Hall, in order

to establish permanent quarters for the Police Department, and to make other repairs and improvements therein; and to authorize the Board of Selectmen to enter into such contracts and agreements as may be necessary for such purpose, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$375.00 be transferred from the Excess and Deficiency Account.**

Article 31. To see if the Town will vote to transfer and appropriate from any of its available funds, the sum of Eight Hundred (\$800.00) Dollars, and appropriate the same for the purpose of enlarging the quarters of the Board of Public Welfare, and for providing direct egress therefrom, and to authorize the Board of Selectmen to enter into such contracts and agreements as may be necessary to accomplish such purpose, or do or act anything in relation thereto. (Proposed by the Board of Public Welfare and the Board of Selectmen.)

**It is recommended that the sum of \$800.00 be transferred from the Excess and Deficiency Account.**

Article 32. To see if the Town will vote to change its voting precincts as recommended by the Board of Selectmen, by changing the dividing boundary line between Precincts One and Two, from its present location to Turnpike Road, so that Precinct One will be all that part of the Town northerly of the center line of Turnpike Road, and Precinct Two will be all that part of the Town southerly of the center line of Turnpike Road, or do or act anything in relation thereto. (Proposed by the Town Clerk.)

**A recommendation is not required.**

Article 33. To see if the Town will vote to raise and appropriate the sum of One Hundred (\$100.00) Dollars, for the use of the Board of Appeals, as established under the sub-division control law and the zoning by-laws, or do or act anything in relation thereto. (Proposed by the Board of Appeals.)

**It is recommended that the sum of \$100.00 be raised and appropriated.**

Article 34. To see if the Town will vote to accept the provisions of Chapter 40, Section 42A as most recently amended, by Chapter 487, Sections 1 and 3 of the Acts of 1954, relating to the establishment of liens for water supplied and materials furnished, or do or act anything in relation thereon. (Proposed by the Town Counsel.)

**It is recommended that the Town vote to accept the provisions of Chapter 40, Section 42A as most recently amended, by Chapter 487, Sections 1 and 3 of the Acts of 1954.**

Article 35. To see if the Town will vote to raise and appropriate or transfer from any of its available funds, the sum of Nineteen Hundred Fifty (\$1,950.00) Dollars, and appropriate the same, for the purpose of installing adequate means of egress from the upper Town Hall as required by the Massachusetts Department of Public Safety, or do or act anything in relation thereto. (Proposed by the Town Hall Committee.)

**It is recommended that this Article be dismissed.**

Article 36. To see if the Town will vote to convey that certain parcel of land, together with buildings thereon, situated on the southerly side of Southville Road in the village of Southville; which parcel of land was formerly used by the town for the purpose of a fire station, and to determine the sales price of said land and buildings, and to authorize the Board of Selectmen to execute such instruments as may be necessary to transfer title thereto, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the Town vote to convey the land with buildings, and authorize the Board of Selectmen to execute such instruments as may be necessary to transfer title thereto.**

Article 37. To see if the Town will vote to raise and appropriate or transfer and appropriate from available funds, in the Treasury, the sum of Thirty-one Hundred (\$3,100.00) Dollars, for the purpose of grading, hot-top driveway, painting, and to stucco outside of building, and for storage cabinets at the new Southville Fire House, or do or act anything in relation thereto. (Proposed by the Southville Fire House Building Committee.)

**It is recommended that the sum of \$3,100.00 be transferred from the Excess and Deficiency Account.**

Article 38. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, or to borrow and appropriate the sum of \$17,500.00 to be used for the purchase of an International Motor Fire Truck, fully equipped for the Fire Department, or do or act anything in relation thereto. (Proposed by the Fire Chief.)

**It is recommended that favorable action be taken under this Article and that the Town vote to borrow money necessary to finance the purchase of same. We also recommend that a**

committee composed of the Board of Selectmen, Mr. John Boland and Mr. Earl Smiddy be appointed to decide on necessary details relating to the purchase.

Article 39. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, the sum of Seven Thousand Three Hundred Sixty-two Dollars and Seventy-five Cents (\$7,362.75) to be used for the purpose of and installation in all motor vehicles and equipment of the Fire, Water, and Civil Defense Depts., two-way radio equipment and to authorize any of its officers to enter into such contracts or agreements as may be necessary for such purpose or do or act anything in relation thereto. (Proposed by the Civil Defense Director and the Fire Chief.)

It is recommended that a sum of money not to exceed \$7,362.75 be transferred from the Excess and Deficiency Account. We further recommend that the eight proposed units be assigned as follows:

- 5 units for five fire trucks
- 1 unit for Fire Chief's car
- 1 unit for Water Dept. truck
- 1 unit for Civil Defense Dept.

Article 40. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds the sum of Thirteen Hundred and Sixty-five (\$1,365.00) Dollars for the purpose of making repairs and alterations in the Fayville Village Hall and to authorize the Board of Selectmen to enter into such contracts as may be necessary for said purpose, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Fayville Hall Committee.)

It is recommended that the sum of \$965.00 be transferred from the Excess and Deficiency Account. The proposed \$1,365.00 consists of the following:

Relocation of Thermostat .....	\$15.00
Light Fixtures .....	350.00
Sump Pump .....	100.00
100 Metal Chairs .....	500.00
Alterations for Coat Room .....	400.00

We recommend that the Town vote to forego the Alterations for Coat Room.

Article 41. To see if the Town will vote to raise and appropriate or transfer and appropriate the sum of Forty-four Hundred and Ninety (\$4,490.00) Dollars for the purpose of

employing, equipping, and maintaining a public health nurse for the Town of Southborough, and to determine the duties, extent of employment, and compensation of such public nurse, or do or act anything in relation thereto. (Proposed by Anne S. Bradley, and 13 others.)

It is recommended that the sum of \$100.00 be raised and appropriated for the use of a committee appointed to study the proper set-up and functioning of a public health nurse department and the expense to the Town of Southboro.

Article 42. To see if the Town will vote to raise and appropriate or transfer and appropriate the sum of One Thousand (\$1,000.00) Dollars, for the use of the Civil Defense, or do or act anything in relation thereto. (Proposed by the Civil Defense Director.)

It is recommended that the sum of \$700.00 be raised and appropriated.

Budget for Civil Defense was submitted as follows:

Office Supplies .....	\$10.00
Clothing	
(boots, raincoats, helmets) .....	299.50
Equipment (saws, shovels, lights) .....	390.50
Short Wave Radio .....	300.00

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\$1,000.00

We have recommended an expenditure for Radio under Article 39 — thus, our recommendation for \$700.00.

Article 43. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, the sum of Six Thousand Five Hundred (\$6,500.00) Dollars and appropriate the same for the purchase, for the Water Dept., of a tractor mounted back hoe with front end loader and determine the manner of purchase of the same, and to authorize any of its officers to enter into contracts for the purchase thereof, or do or act anything in relation thereto. (Proposed by the Water Department.)

It is recommended that this Article be dismissed.

Article 44. To see if the Town will vote to raise and appropriate or transfer and appropriate from any of its available funds, the sum of One Thousand (\$1,000.00) Dollars, for the purpose of making necessary repairs and alterations in the Water Dept. Building on the Town House Grounds, and to authorize the Board of Selectmen or Water Commissioners,

to make such repairs and to enter into such contracts with such persons as may be necessary for said purpose, or do or act anything in relation thereto. (Proposed by the Water Commissioners and the Board of Selectmen.)

It is recommended that the sum of \$1,000.00 be transferred from the Excess and Deficiency Account.

Estimates under this expenditure as follows:

Chimney Repairs .....	\$300.00
2 Coats Paint .....	350.00
Lights .....	25.00
Screens .....	125.00
Replace Glass .....	25.00
Carpenter Work .....	125.00
Paint Basement .....	50.00

**\$1,000.00**

Article 45. To see if the Town will vote to amend the Town By-laws as adopted in 1936 and approved in 1941 and as amended from time to time, by adopting and inserting therein as Article VIII A the proposed Salary Administration Plan as presented in the printed report of the Job Classification Committee appointed at the Special Town Meeting held on May 9, 1955 and to approve the installation procedures as set forth in said report, or do or act anything else in relation thereto. (Proposed by the Job Classification Committee.)

It is recommended that the Town vote to amend the Town By-Law concerning the establishment of a Salary Administration Plan.

Article 46. To see if the Town will vote to accept a new By-law concerning the establishment of a Salary Administration Plan as set forth in a document entitled "Town of Southborough — By-law — Salary Administration Plan" — as prepared by Samuel P. Allison, which proposed By-law is on file in the offices of the Town Clerk and the Board of Selectmen and made a part hereof

## **TOWN OF SOUTHBOROUGH**

### **Article VIII-A**

### **SALARY ADMINISTRATION PLAN**

#### **Preamble**

This by-law establishes a Salary Administration Plan, hereinafter called the "Plan," which classifies the several positions

in the town services into groups, establishes salary schedules; establishes so-called "fringe" benefits, or "indirect pay" provisions, such as holidays and vacations with pay, sick leave, and the like; and establishes a Personnel Board to administer the Plan, as hereinafter provided, and to represent the interest of both taxpayers and town employees.

### **Section 1. Classification Schedule**

The positions of all officers and employees in the service of the town, whether full time, part time, temporary, seasonal, special, casual, Civil Service, or any others, other than those positions filled by popular election and those under the direction and control of the School Committee, are hereby classified by titles in the groups listed in Schedule A, entitled "Classification Schedule," as set forth in Section 20 of this by-law.

### **Section 2. Titles of Positions**

No person shall be appointed, employed or paid as an employee in any position subject to the provisions of the Salary Administration Plan under any title other than those of the Classification Schedule, or under any title other than that of the job the duties of which are actually performed. The job title in the Classification Schedule of the Plan shall be the official title for all purposes having to do with the position and shall be used to designate the position in all payrolls, budget estimates and official reports, and in every other connection involving personnel and fiscal processes.

### **Section 3. New or Changed Positions**

Whenever a new position is established, or the duties of an existing position are so changed that a new level of work demand exists and in effect a new position is created, upon presentation of substantiating data satisfactory to the Personnel Board, the Board shall rate such new or changed position and allocate it to its appropriate group and establish the rate range therefor.

### **Section 4. Reclassification of Employees**

No employee may be reclassified to a job in another group, either higher or lower, until the Personnel Board shall have determined such a reclassification will be consistent with the provisions of the Salary Administration Plan.

### **Section 5. Job Descriptions and Interpretations**

The Personnel Board shall maintain written job descriptions of the jobs or positions in the Classification Schedule

of the Plan, each consisting of a statement describing the essential nature of the work characteristics of the position that distinguish the position from other positions. The description for any position shall be construed solely as a means of identification and not as prescribing what the duties or responsibilities of any position shall be, or as modifying, or in any way affecting, the power of any administrative authority, as otherwise existing, to appoint, to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

### **Section 6. Salary Schedule**

The Salary Schedule of the Salary Administration Plan, set forth as Schedule B in Section 21 of this by-law, shall consist of the maximum and minimum salaries, step-rate salaries, or single rate salaries for the groups and positions in the Classification Schedule. The salary range of a group shall be the salary range for all positions classified in such group.

Irrespective of the period of time for which pay rates may be shown in the Salary Schedule, all employees shall continue to be paid on an hourly, weekly, monthly, or other basis, as at present, unless otherwise authorized by the Personnel Board or by amendment of the Salary Administration Plan.

### **Section 7. Salary Rates above Maximum**

Any salary rate which is above the maximum rate for a job, as established by this Salary Administration Plan, shall be deemed to be a personal rate, and apply only to the incumbent. When such incumbent leaves the employ of the town or is transferred to another job with a higher maximum rate than his personal rate or higher maximum rates are established, the personal rate shall disappear. No other employee assigned to, or hired for, such job shall advance beyond the maximum of the job.

### **Section 8. Adjustment Policies**

(a) Every employee subject to this plan who is in the continuous full time service of the town, computed from the date of his latest employment, and who has a satisfactory performance record, shall be eligible annually, one year from the date of the latest increase, for consideration for advance to the next higher step rate, but not more than one step rate in any twelve-month period, until the maximum for his job is reached, subject to the approval of his department head and the Personnel Board. Any employee denied such an increase has the right of appeal to the Personnel Board, which shall



confer with both the employee and the department head, and shall decide the matter. All adjustments shall be approved in advance by the Personnel Board.

(b) Regular part time employees, for whose positions step rates are provided, shall be eligible for consideration for increases on the same basis as provided for full time personnel in clause (a) of this section. Special, casual and other part time personnel, for whose positions there is a single rate, shall not be eligible for step rate increases.

### **Section 9. Transfers and Promotions**

(a) When an employee is promoted to a job with a higher rate range, or rate of pay, he shall enter it at the minimum of the job rate range or at his own rate, whichever is the higher, but in no event at a rate in excess of the maximum for such job. He may also receive at the time a one step rate increase, provided the maximum for the job is not exceeded, if the department head recommends that qualifications and performance warrant it, and the Personnel Board approves. If the department head should feel that there should be a trial period before recommending the promotional one step rate increase, on recommendation of the department head the Personnel Board may approve such a deferred promotional increase at the conclusion of the trial period.

(b) If any employee is transferred to a job with a lower rate range, or rate of pay, he shall enter it at his own rate or at the maximum rate for the job, whichever is the lower, providing the Personnel Board approves. The employee shall have the right of appeal to the Personnel Board and to be heard thereon, and the Personnel Board shall decide the matter.

### **Section 10. New Personnel**

(a) The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired, unless otherwise authorized by the Personnel Board. Department heads shall notify the Personnel Board of the hiring of all new personnel and their hiring rates.

(b) For new regular full time, and new regular part time personnel for whose positions there is a rate range and step rates, the first six months of employment shall be a probationary period, at the end of which the employee may advance one step rate, provided the department head and the Personnel Board decide his performance warrants it. Otherwise, he shall be eligible for consideration after one year of continuous service. This probationary step rate increase shall apply only

at the start of employment, and shall not apply in case of transfer or promotion from one job to another.

#### **Section 11. Department Budgets**

Each department head shall include in the annual budget a pay adjustment section to provide funds for anticipated pay adjustments during the ensuing year, expenditures to be made therefrom only in accordance with the Salary Administration Plan with the approval of the Personnel Board.

#### **Section 12. "Fringe" Benefits**

So-called "fringe" benefits, such as holidays and vacations with pay, sick leave, and other such matters, are a cost item to the town and a form of "indirect pay," and included in the coverage of the Salary Administration Plan, both those included in the Plan at its adoption and any others which may be included in the future.

##### **A. Holidays with Pay**

(1) All regular full time employees shall receive one day at regular straight time pay for the following state legal holidays—New Year's Day, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas; provided they fall on, or are observed on, a regularly scheduled work day. If such a holiday should fall on a Saturday the holiday pay shall be the amount the employee would normally receive for the amount of work, if any, performed on such a Saturday.

(2) To be eligible for such holiday pay an employee shall have worked on the regularly scheduled work day next preceding, and shall have worked, or have satisfactorily presented himself for work, on the regularly scheduled work day next following the holiday.

(3) In the case of Police Department, or other departments, whose personnel is subject to duty seven days a week, those regular employees who are assigned to duty on the holiday shall receive a compensatory day off, or a normal day's pay, at the discretion of the department head. Details as to administrative policies and practices relative to holidays with pay shall be as prepared and established under the direction of the Personnel Board.

##### **B. Vacations with Pay**

(1) Employees who have been in the continuous full time

service of the town not less than six months but less than one year as of July 1 shall be entitled to one week of vacation with one regular week's pay.

(2) Employees who have been in the continuous full time service of the town for at least one year as of July 1 shall be entitled to two weeks' vacation with two regular weeks' pay.

(3) Vacations shall be granted by the department heads at such time as, in their opinion, will cause the least interference with the performance of the regular work of the departments. Vacations must be taken in the year in which they are due, and shall not accumulate from year to year.

(4) If, in the opinion of the department head, there are unusual circumstances which warrant it, an employee may, upon request, continue at work and receive vacation pay in lieu of his vacation.

(5) In the event of termination of employment which is caused through no fault of the employee, or by reason of retirement, the employee shall be paid, or be entitled to time off with pay, for any accumulated vacation at the rate of one day's regular pay for each month since the employee's preceding vacation, not to exceed two weeks' pay. In the event of the death of an employee, any accumulated vacation pay shall be paid to his estate.

(6) Vacation administrative policies and practices shall be prepared and established under the direction of the Personnel Board. Call personnel of the Fire Department shall be entitled to take vacations on the above basis without loss of pay.

### C. Sick Leave

(1) All regular full time employees shall be entitled to ten days' sick leave per year with pay, accumulative for a period of three years' continuous service or a maximum of thirty days. In no case shall payment exceed thirty days' compensation in any single year. Sick leave shall be payable only in cases of bona fide illness or non-work-connected accident.

(2) Employees who because of sickness, or non-work-connected accident, are absent for a period of more than two days shall be required to present a doctor's certificate to their department head stating reason and period of time employee will be absent from his work. The above section is not to be construed by any employee or department head for time off or for any sickness caused by over-indulgence in alcohol or narcotics or by his or her misconduct.

(3) Details as to sick leave administrative policies and practices shall be as prepared and established under the direction of the Personnel Board.

#### **D. Workmen's Compensation**

Present practices now followed by the town related to Workmen's Compensation shall continue unchanged.

#### **E. Military Leave**

Employees who may be in the National Guard or in the Armed Services Reserve shall not receive compensation while on temporary military duty, military training and the like, but instead of being required to use their vacation allowance for such military activity, they shall receive the vacation to which they are entitled.

#### **F. Jury Duty**

If an employee is called to jury duty he shall receive an amount equal to the difference between his normal compensation and the amount (excluding any travel allowance) received from the court, upon presentation of evidence of the amount paid by the court.

### **Section 13. Leaves of Absence**

Leaves of absence for valid reasons may be granted by a department head but shall be without compensation. Leaves of absence may not be granted to seek other employment.

Leaves of absence of over three months duration, except military leave, shall be considered a break in employment and on return to work the employee shall have the status of a new employee, unless an extension of leave beyond three months has been authorized by the Personnel Board.

### **Section 14. Personnel Board**

There shall be a Personnel Board to administer the Salary Administration Plan, said Board to be appointed by the Moderator, consisting of three voters other than employees of the town or those regularly serving the town in any elective or appointive capacity. They shall serve without compensation.

When the Personnel Board is first constituted, the Moderator shall appoint one member to serve until May 31, 1958, one to serve until May 31, 1957, and one to serve until May 31, 1956. All subsequent appointments shall be for three years. Any vacancies shall be filled by the Moderator. All members shall continue to hold office until their successors have been

appointed and qualified. The Personnel Board may employ assistance and incur expenses as it deems necessary, subject to appropriation of funds therefor.

#### **Section 15. Duties of the Personnel Board**

(a) The Personnel Board shall administer the Salary Administration Plan and shall establish such policies, procedures and regulations as it deems necessary for the administration of such Plan.

(b) The Board shall annually, in June, meet and organize by the choice of a Chairman and Clerk. A majority of the Board shall constitute a quorum for the transaction of business. The votes of the majority of all the members of the Board shall be necessary on any matter upon which it is authorized to or required to pass under the Salary Administration Plan.

(c) The Personnel Board shall maintain records of all employees subject to this Plan, including therein such information as it deems desirable, said records to be kept by the Town Accountant, under the direction of the Board. Department heads shall furnish such information as shall be requested by the Board. The Town Accountant shall also check on matters covered by the Plan and shall bring any deviations to the attention of the Board prior to payment.

(d) The Personnel Board, from time to time, shall review the work of all positions subject to the Salary Administration Plan. Such reviews shall be so scheduled as to cover all such positions at intervals of not more than three years. The Personnel Board may tentatively add a new position to the Classification Schedule or reclassify an existing position to a different group either higher or lower, subject to the subsequent ratification of its action by formal amendment of the Salary Administration Plan at the next annual town meeting.

(e) The Personnel Board shall, from time to time, review the Salary Schedule and administration policies of the Salary Administration Plan. It shall keep informed as to pay rates and policies outside the service of the town, and shall recommend to the town any action which it deems desirable to maintain a fair and equitable pay level.

(f) Upon recommendation of a department head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, said Board may authorize an entrance rate higher than the minimum rate for a position, and such other variances in the Salary Admin-

istration Plan as it may deem necessary for the proper functioning of the services of the town, and to effectuate the basic intent of the Plan.

(g) The Personnel Board shall make an annual report to the town, including recommendations on any matters related to the Plan which it feels should be considered by the town.

#### **Section 16. Employees and the Personnel Board**

All employees shall have the right to request an appointment to confer with the Board on any matter which is of interest or concern to them and which is covered by the Salary Administration Plan. As a matter of courtesy to the department head, the employee shall notify him in advance of his desire to discuss the matter with the Board. One of the duties of the Board shall be to foster mutual understanding and goodwill with the personnel of the town.

To facilitate this, if any employee should feel aggrieved by the operation of any provision of the Plan, he shall first discuss the matter with his department head, in a mutual effort to clear up any problems or misunderstanding.

If two weeks after such a conference, a satisfactory understanding and solution of the problem has not been reached, then either the department head or the employee may take the matter to the Board. The Board shall hear the parties not later than its next regular meeting. There shall be no discrimination or prejudice by any department head against any employee who may take a matter to the Board.

#### **Section 17. Amendment of the Plan**

The Salary Administration Plan may be amended in the same manner in which the town by-laws may be amended; provided, however, that no amendment to the Plan shall be made until it has been presented by signed petition addressed to and submitted to the Personnel Board, and acted upon by the Board. Upon receipt of such a written petition the Board, after giving the petitioners, the heads of departments and employees affected at least three days' written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the Personnel Board shall approve any such proposed amendment, it shall take the proper steps to bring the proposed amendment before the next annual town meeting for its consideration and action. If the Personnel Board shall disapprove any such proposed amendment, and failure to act thereon within fifteen days after the hearing shall be deemed disapproval, the petition may then be presented to the next

annual town meeting for its consideration and action, if so desired. The Board of its own motion, after a similar hearing and/or conference with parties interested, may propose an Amendment to the Plan.

## Section 18. Civil Service Law

Nothing in this by-law, or in the Salary Administration Plan, shall be construed to conflict with Chapter 31 of the General Laws, which is the Chapter dealing with the Civil Service Laws.

## Section 19. Separability Provision

In the event that any provision of this by-law, or application thereof, shall be held to be invalid by the proper authorities, this shall not be construed to affect the validity of any other provision, or application thereof, of this by-law.

Section 20. Schedule A CLASSIFICATION SCHEDULE		Section 21. Schedule B SALARY SCHEDULE			
Job Classification by Groups		Rate Range for Group			
Job Group	Period	Minimum	2	3	Maximum
Group 25	Week	77.00	80.00	84.00	87.00
Supt. (Working)—Highway					
Supt. (Working)—Water					
Group 26		72.00	75.00	78.00	82.00
Chief (Working)—Police					
Town Accountant and Clerk —					
Highway*—Accounting					
Group 27		69.00	72.00	75.00	78.00
Vacant					
Group 28		66.00	69.00	72.00	75.00
Supt. (Working)—Cemetery					
Group 29		62.00	65.00	68.00	71.00
Vacant					
Group 30		59.00	62.00	65.00	68.00
Patrolman—Police					
Group 31		55.00	58.00	61.00	64.00
Vacant					
Group 32		51.00	54.00	57.00	60.00
Librarian (Working)*—Library					
Group 43	Hour	1.25	1.30	1.35	1.40
Clerk—Selectmen					

<b>Group 44</b>		1.15	1.20	1.25	1.30
Bookkeeping Clerk—Accounting					
Bookkeeping Clerk—Collector					
Bookkeeping Clerk—Treasurer					
<b>Group 45</b>	Hour	1.05	1.10	1.15	1.20
Clerk—Water					
<b>Group 46</b>		1.00	.....	1.05	1.10
Clerk General—All Departments					
<b>Group 56</b>	Hour	1.46	1.51	1.56	1.61
Heavy Equipment and Truck Op- erator and Laborer—Highway					
Water Crew Man A—Water					
<b>Group 57</b>		1.40	1.45	1.50	1.55
Vacant					
<b>Group 58</b>		1.34	1.39	1.44	1.49
Cemetery Man—Cemetery					
Laborer and Truck Driver— Highway					
Tree Warden and Moth Supt.					
Water Crew Man B					
<b>Group 59</b>		1.28	1.33	1.39	1.43
Laborer—All Departments					
Water Crew Man C					
<b>Group 60</b>		1.22	1.27	1.32	1.37
Laborer Common—All Departments					
<b>Group 61</b>		1.18	.....	1.22	1.27
Student Worker					
Note: * See General Group					

#### General Group

This Group includes all part time, seasonal, casual, special, combination and other jobs and positions not otherwise classified in the numbered Groups. Also part time jobs for which proportional rates are established.

#### General Group

The rates of pay as shown on the records of the Town Accountant, and/or the Job Classification Committee, shall continue in effect until otherwise adjusted by the Personnel Board, or by amendment of the Salary Administration Plan.

Note: All rates for the numbered Groups are shown on the basis of full time employment. Rates for part time positions are established on a proportional basis in the General Group.

Clerk—Advisory Board 100.00 Year

Director—Civil Defense Volunteer Service



**Custodians**

Fire Department	
Headquarters	345.00 Year
Southville	145.00 Year
Library	660.00 Year
Town Hall—Southborough	1,000.00 Year
Fayville Hall—Fayville	600.00 Year

**Election Officials**

Warden	1.15 Hour
Clerk	1.00 Hour
Counter	1.00 Hour

Dog Officer	100.00 Year
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**Fire Department**

Call Chief and Forest Warden	600.00 Year
Call Captain	150.00 Year
Call Lieutenant	125.00 Year
Call Firefighter	100.00 Year
Auxiliary Firefighter	Volunteer Service
Brush and Forest Fires	
Captains and Lieutenants	1.15 Hour
Others	1.00 Hour

**Health Department**

Animal Inspector	100.00 Year
Inspector of Slaughtering	25.00 Year

**Highway Department**

Attendant—Dump	20.00 Week
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**Police Department**

Spare Patrolman	1.35 Hour
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**Sealer of Weights and Measures**

100.00 Year
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**Director—Veterans' Services**

300.00 Year
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**Town Counsel**

300.00 Year
Plus fees for special work

**Town Accountant and Clerk—**

Highway—Accounting	36.00 Week
--------------------	------------

**Library**

Librarian (Working)	47.00 Week
Library Assistant	1.00 Hour
Branch Library Assistant	1.00 Hour

or do or act anything in relation thereto. (Proposed by the Job Classification Committee.)

**It is recommended that the Town vote to accept the new By-Law concerning the establishment of a Salary Administration Plan.**

Article 47. To see if the Town will vote to repeal all articles and sections of its By-laws, as amended, which articles or sections are now included in the By-law referred to in Articles 45 and 46 hereof, which articles or sections are in conflict with, and included in the By-law referred to in Articles 45 and 46, or do or act anything in relation thereto. (Proposed by the Job Classification Committee.)

**It is recommended that the Town vote to repeal all articles and sections of its By-laws as stated in the article.**

Article 48. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of Twenty-nine Hundred Nine Dollars and Ninety-eight Cents (\$2,909.98) and appropriate the same for personal services in the various departments of the Town, to be expended under the direction of the Personnel Board or the Job Classification Committee acting as an Interim Personnel Board, to provide for the adjustments in compensation in connection with the installation of the Salary Administration Plan, as worked out by the Job Classification Committee. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$2,956.96 be transferred from the Excess and Deficiency Account.**

Article 49. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of One Hundred (\$100.00) Dollars, and appropriate the same for the operation of the Salary Administration Plan and the Personnel Board, said sum to be expended under the direction of the Personnel Board. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$100.00 be raised and appropriated.**

Article 50. To see if the Town will vote to raise and appropriate or transfer from any of its available funds a sum of money and appropriate the same for the purpose of a general increase of 10% for all Town employees, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**We recommend the adoption of the plan as proposed by the Job Classification Committee and the expenditures recommended thereunder. In the event the Town does not vote favorably on the Job Classification Plan then we recommend favorable action on this Article.**

Article 51. To see if the Town will vote to accept the following amendment to the agreement for a regional school

district entered into by the Towns of Northborough, Southborough, and Berlin. The agreement for the establishment of a regional school district for the towns of Northborough, Southborough, and Berlin is hereby amended:

- (1) By striking out from the paragraph immediately preceding Section 1 the following words "Northboro, Southboro and Berlin" and inserting in place thereof the words "Northboro and Southboro."
- (2) By striking out subsection (a) of Section 1 and inserting in place thereof the following: (a) the regional district school committee, hereinafter referred to as the committee, shall consist of seven members: four from the town of Northboro and three from the town of Southboro.
- (3) By striking out from subsection (d) of Section 1 the word "six" and inserting in place thereof the word "five."
- (4) By striking out subsection (d) of Section IV and inserting in place thereof the following: (d) payment of capital costs shall be apportioned among the member towns as follows: Northboro, 58.25%, Southboro, 41.75%. (Proposed by the Regional School Committee.)

**It is recommended that the Town vote to accept the amendment as outlined.**

Article 52. To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money not exceeding \$4,175.00 for the use of the Regional School Committee in preparing preliminary plans for engineering services, and for miscellaneous expenses, or take any action relating thereto. (Proposed by the Regional School Committee.)

**It is recommended that the sum of \$4,175.00 be transferred from the Excess and Deficiency Account.**

Article 53. To see if the Town will vote to accept the Provisions of General Laws, Chapter 40, Sections 42G, 42H, and 42I, as most recently amended by Chapters 332 and 639 of the Acts of 1955, relating to the assessments of betterments for water main extensions or do or act anything in relation thereto. (Proposed by the Town Counsel.)

**It is recommended that the Town vote to accept the Provisions of General Laws, Chapter 40, Sections 42G, 42H, and 42I as amended.**

Article 54. To see if the Town will vote to adopt the following By-law:

Article IXE.

Section 1. An owner of land which receives benefit from the laying of water pipes in public or private ways upon which his land abuts, or which by remote means receives benefit through the supply of water to his land or buildings, shall pay a proportionate part of the cost not already assessed of extending such water supply to his land.

Section 2. The amount to be charged against each parcel of land receiving such benefit shall include the cost of the pipes and other material, and of the labor in laying them, and other expenses incidental thereto, and shall be ascertained, assessed and certified by the water commissioners.

Section 3. Assessments for such costs shall be made upon the several parcels of land receiving benefit from the laying of such pipes as follows:

- a. If the depth of such land is the same as, or is less than the frontage thereof, in accordance with the frontage of such land on such way in which such pipes are laid.
- b. If the depth of such land is greater than the frontage thereof in accordance with the area of such land on such way in which such pipes are laid; and in addition thereto, the proportionate amount by which total area of such land exceeds the area of a lot having equal depth and frontage; but in no case shall any land more than four hundred feet distant from the way in which such pipes are laid, be subject to such assessment.

Section 4. The provisions of Chapter 80 of the General Laws relative to the apportionment, division, reassessment, abatement, and collection of assessments, and to interest therein shall apply to assessments made here under.

Section 5. The water commissioners shall, if the order for assessments is upon the land not built upon, extend the time of payment of the assessment, and interest thereon, at the rate of 4% per annum, until said land is built upon; or if said land shall not have been built upon, for a period of five years.

Section 6. Assessments and interest on such land which is not built upon at the time of such assessment shall be paid within three months after such land is built upon; or if such land is not built upon within five years from the date of such

assessment, such assessments and interest shall be paid at the expiration of five years from the date thereof. ((Proposed by the Town Counsel.)

**It is recommended that the Town vote to adopt the By-Law.**

Article 55. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$9,975.00, and appropriate the same for the purpose of extending the water main in Woodland Road in a northeasterly direction from the northeasterly end of the present water main now in Woodland Road, for a distance of approximately 1,900 feet, and to determine the terms and conditions under which said extension shall be made, and to authorize and instruct the Board of Water Commissioners, in connection with said water main extension, or do or act anything in relation thereto. (Proposed by Joseph A. Ahrens and 15 others.)

**Recommendation will be made at Town Meeting.**

Article 56. To see if the Town will vote to accept from Donald Dezarn, et al, Gladys M. Walker, Robert Buttons, et al, Edward V. Chaput, et al, and Paul Menard, et al, several certain parcels of land lying on the easterly side of Oak Hill Road, in the Fayville section of Southborough, said parcels containing approximately thirteen thousand (13,000) square feet and extending easterly from the easterly side of Oak Hill Road approximately three hundred feet (300) and which are particularly described in certain deeds now in the Town Clerk's office, or do or act anything in relation thereto. (Proposed by Gladys M. Walker and others.)

**It is recommended that this Article be dismissed.**

Article 57. To see if the Town will vote to accept a new street in the Fayville section of Southborough, as laid out by the Selectmen and approved by the Planning Board and in accordance with the plans and layout now on file in the Town Clerk's office, which proposed new street runs approximately three (300) hundred feet in an easterly direction from the easterly side of Oak Hill Road, or do or act anything in relation thereto. (Proposed by Gladys M. Walker and others.)

**It is recommended that this Article be dismissed.**

Article 58. To see if the Town will vote to authorize the Board of Selectmen to negotiate with George Gulbankian for the settlement of his claim for damage to his land on Cordaville Road, which damage is alleged to have been caused by flooding, due to the action of the Town or its employees, and to

raise and appropriate, the sum of Four Hundred Forty (\$440.00) Dollars for the settlement of said claim, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that this Article be dismissed.**

Article 59. To see if the Town will vote to raise and appropriate a sum of money for the purpose of constructing and originally equipping and furnishing an elementary school building said sum to be in addition to the appropriation of Five Hundred Thousand (\$500,000.00) Dollars made for said purpose under Article 3 of the Warrant for the Special Town Meeting of April 7, 1952, as amended, ratified, confirmed, re-enacted or otherwise acted upon, and in addition to the appropriation of One Thousand (\$1,000.00) Dollars made for said purpose under Article 7 of the Warrant for the Special Town Meeting of May 26, 1952 for said purpose, and in addition to the appropriation of One Hundred Sixty Thousand (\$160,000.00) Dollars made for said purpose under Article 20 of the Warrant for the Special Town Meeting of September 21, 1953 for said purpose; and to determine how said appropriation shall be raised, whether by taxation, or by transfer from available funds in the Treasury, or by borrowing, or by transferring from available funds and borrowing, or otherwise, or do or act anything in relation thereto. (Proposed by the School Housing Committee.)

This Article has to do with Drainage in the Cordaville Road section near the Woodward School. A committee was appointed to study this drainage problem and our information from them is that for the good of Choate Field and the people who have homes in this area, work should be started immediately. Complete figures are not at hand, but it is expected that it will cost in the neighborhood of \$30,000.00.

**It is recommended that the Town vote to borrow the amount necessary to solve this problem.**

Article 60. To see if the Town will vote to raise and appropriate the sum of Thirty-five Hundred (\$3,500.00) Dollars for the purpose of installing suitable drainage facilities on the grounds of the South Union School and in Highland Street and to authorize the Board of Selectmen or the School Committee or both, to take such action as may be necessary therefor, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

**It is recommended that the sum of \$3,500.00 be raised and appropriated.**

And to notify the Inhabitants of the First Precinct of the said Town of Southborough, qualified to vote in elections, to meet in the Town House in said Southborough, and the Inhabitants of the Second Precinct of said Town, to meet in the South Union School on

MONDAY, MARCH 19, 1956

then and there at those places to bring in their votes to the Election Officers at the respective precincts, for Moderator, for a term of one year, for Treasurer, for a term of one year, for Town Collector for a term of three years, for one member of the Board of Selectmen, for a term of three years, for one member of the Board of Assessors, for a term of three years, for one member of the Board of Public Welfare, for a term of three years, for one member of the School Committee, for a term of three years, for one member of the Cemetery Commission, for a term of three years, for one member of the Board of Health, for a term of three years, for one member of the Board of Water Commissioners, for a term of three years, for two members of the Board of Library Trustees, for a term of three years, for one member of the Planning Board, for a term of five years, for one member of the Planning Board, for a term of three years.

The Polls in each precinct will be open at eight o'clock in the morning and will be closed at eight o'clock in the evening of said day.

And you are to give notice hereof, by posting true and attested copies of the Warrant, at the Town Hall, Fayville Hall, all the railroad stations in the Town, the Post Offices in Southborough, Fayville, Cordaville, and Southville, and at the South Union School, seven days, at least, before the time appointed for such meeting.

Given under our hand this Eighteenth day of January, in the year of our Lord, one thousand nine hundred fifty-six, and in the one hundred eightieth year of the Independence of the United States of America.

A true copy.

Attest:

Constable.

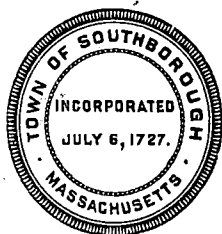
JOHN HILL, Chairman,  
FRANCIS R. PESSINI,  
HOWARD E. GOFF,  
Board of Selectmen.

**EIGHTY-SECOND**

**ANNUAL REPORT**

**OF THE**

**Town Officers**



**Southborough, Massachusetts**

**For the Year Ending December 31**

**1955**

*SOUTHBOROUGH PRINT SHOP*



**TOWN OF SOUTHBOROUGH, MASSACHUSETTS  
INCORPORATED JULY 6, 1727**

Population Jan. 1, 1955, 3,173      Voters Jan. 1, 1955, 1,691

**STATE AND COUNTY OFFICERS FOR 1955**

Governor, Christian A. Herter

Lieutenant Governor, Sumner G. Whittier

Secretary, Edward J. Cronin

Treasurer, John F. Kennedy

Auditor, Thomas J. Buckley

Attorney General, George Fingold

Senators in Congress

Leverett Saltonstall, John F. Kennedy

Representative in Congress, Fourth District, Harold Donahue

Councillor, Seventh District, George A. Wells

Representatives in General Court, Ninth Worcester District

William P. DiVitto — Milford

John F. X. Davoren — Milford

County Commissioners, Edward P. Bird, Fitchburg, Francis  
E. Cassidy, Webster, Joseph A. Aspero, Worcester

District Attorney, A. Andre Gelinas

Clerk of Courts, James J. Joyce

Registrar of Deeds, Robert R. Gallagher

County Treasurer, Alexander C. Lajoie, Worcester

## TOWN OFFICERS — 1955

### MODERATOR

Edward V. Chaput                      Term expires March, 1956

### TREASURER

John M. Carman                      Term expires March, 1956

### TOWN CLERK

Austin E. Kelly                      Term expires March, 1957

### TOWN COLLECTOR

Marjorie F. Mc Donald              Term expires March, 1956

### BOARD OF SELECTMEN

John Hill                              Term expires March, 1956

Francis R. Pessini                  Term expires March, 1957

Howard E. Goff                      Term expires March, 1958

### BOARD OF ASSESSORS

William N. Davis                    Term expires March, 1956

Ralph H. Clark                      Term expires March, 1957

Herbert E. Banfill                  Term expires March, 1958

### BOARD OF PUBLIC WELFARE

Ruth W. Harrington                Term expires March, 1956

Annette H. Deer                    Term expires March, 1957

Edward W. Borst                    Term expires March, 1958

### SCHOOL COMMITTEE

Katherine O. Allen                Term expires March, 1956

George W. Coleman                Term expires March, 1957

Paul Wilson                        Term expires March, 1958

### CEMETERY COMMISSIONERS

Charles E. Corbett                Term expires March, 1956

Thomas Young                      Term expires March, 1957

Lawrence Hamelin                Term expires March, 1958

### BOARD OF HEALTH

Theodore H. Ingalls, M.D.        Term expires March, 1956

Timothy P. Stone, M.D.          Term expires March, 1957

Sophia Coleman, R.N.            Term expires March, 1958

### WATER COMMISSIONERS

George A. Mooney	Term expires March, 1956
Walter J. Norton	Term expires March, 1957
Clarence E. Baker	Term expires March, 1958

### TRUSTEES OF PUBLIC LIBRARY

Anne S. Bradley	Term expires March, 1956
Emmy Lou Priest	Term expires March, 1956
M. Darah Fine	Term expires March, 1957
James A. Higgiston	Term expires March, 1957
Hazel P. Burke	Term expires March, 1958
Harrison L. Reinke	Term expires March, 1958

### BOARD OF APPEALS

Asadour Topalian	Term expires March, 1956
Edward L. Kehew	Term expires March, 1957
John J. Falconi	Term expires March, 1958
John A. Baveri	Term expires March, 1959
Herbert L. Harrington	Term expires March, 1960

### PLANNING BOARD

Cameron Bradley	Term expires March, 1956
Homer L. Bates	Term expires March, 1957
Philip C. Beals	Term expires March, 1958
Angelo Delarda (Resigned)	Term expires March, 1959
Sumner W. Elton	Term expires March, 1960

### TREE WARDEN

William H. Onthank	Term expires March, 1957
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### Appointments by Moderator

#### ADVISORY COMMITTEE

Charles S. Barton	Term expires March, 1956
Earl R. Smiddy	Term expires March, 1956
Frederick E. Claffin	Term expires March, 1957
J. Franklin Millea	Term expires March, 1958
Armando Pensalfini	Term expires March, 1958

### Appointments by Selectmen

#### REGISTRARS OF VOTERS

Mildred E. Stivers	Term expires March, 1956
Sereno W. Johnson	Term expires March, 1957
John H. Maley	Term expires March, 1958

**TOWN ACCOUNTANT**

Fred L. Baker

Term expires March, 1958

**The following appointments expire March, 1956**

**CLERK TO THE BOARD OF SELECTMEN**

Mary J. Firmin

**CHIEF OF THE FIRE DEPARTMENT**

John W. Boland

**FOREST WARDEN**

John W. Boland

**SUPERINTENDENT OF STREETS**

Louis Pessini

**TOWN COUNSEL**

Alfred W. Howes

**SEALER OF WEIGHTS AND MEASURES**

Ostilio Gasparoni (To fill vacancy)

**INSPECTOR OF ANIMALS**

William H. Onthank

**MOTH SUPERINTENDENT**

William H. Onthank

**INSPECTOR OF SLAUGHTERING**

Sereno W. Johnson

**DOG OFFICER**

Peter V. Johnson

**VETERANS' AGENT AND BURIAL AGENT**

John H. Burke

**MOONEY PLAYGROUND COMMITTEE**

Fred Quinn

Frank Stockwell

Joseph Cummings, Sr.

**HAROLD E. FAY MEMORIAL FIELD COMMITTEE**

John Baveri

Louis Bartolini

Louis Tombari

**TOWN HALL CUSTODIAN**

Benedict Maguire

**CHIEF OF POLICE**

Frank J. Mattioli

**CONSTABLES**

Frank J. Mattioli

Herbert E. Banfill

**REGULAR POLICE**

Henry D. Pietrasiak

**SPECIAL POLICE**

Donald Banks

Howard Tewksbury

Howard S. Hunt

Thomas A. McCarthy

Edward Campbell

William Colleary

Cameron Bradley

Leo Bertonazzi

**FIRE POLICE OFFICER**

John V. Finn

**CIVIL DEFENSE DIRECTOR**

Homer L. Bates

**AUXILIARY POLICE**

(Firemen?)

**PUBLIC WEIGHERS AND WEIGHERS OF COAL**

Joseph Mauro

T. Frank Fitzgerald

James Falconi

Allison R. Booth

John Falconi

**FENCE VIEWERS**

Stephen S. Stossel

Norman Johnson

Howard Merrill

**FIELD DRIVERS**

Fred Quinn

Frank Rossi

Leo Bertonazzi

**FAYVILLE HALL COMMITTEE**

Thomas Ferris

Joseph Mazzadro

Asa Gray

**FAYVILLE HALL CUSTODIAN**

Leo Pessini

**POUND KEEPER**

Joseph Mauro

**DEPUTY POUND KEEPERS**

Howard Norcross

Charles Corbett

Henry Mitchell

**COMMON AND TOWN HOUSE GROUNDS**

Lawrence Misener

**ELECTION OFFICERS**

**PRECINCT ONE**

**PRECINCT TWO**

William H. Onthank, Warden

Joseph F. Cummings, Sr., Warden

Charlotte M. Russell, Deputy Warden

Charles F. McNeil, Deputy Warden

Ellen A. Boland, Clerk

Alice L. Twombly, Clerk

Pearl H. Ruggles

Rita A. Quinn

Mary E. McCann

Edith E. Boutillier

Nora F. Roche

Mary L. McNeil

Grace Newton

Jesse F. Cole

Elizabeth B. Maley

Anne B. McClard

Margaret B. Connors

Marguerite Fitzgerald

Angiline B. Mattioli

Alfreda O'Connell

Ann H. Falconi

Hazel Holmes

Josephine E. Colleary

Grace Barber

Regeanne Corbett

Sina Torcoletti

Julia Fitzgerald, Alternate

Eileen L. Salmon, Alternate

**THE COMMONWEALTH OF MASSACHUSETTS**

**Department of Corporations and Taxation**

**Bureau of Accounts**

**State House, Boston 33**

**January 31, 1956**

To the Board of Selectmen  
Mr. John Hill, Chairman  
Southborough, Massachusetts

Gentlemen:

I submit herewith my report of an audit of the books and accounts of the town of Southborough for the period from October 1, 1953, to October 8, 1955, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Director of Accounts.

Very truly yours,

HERMAN B. DINE,  
Director of Accounts.

HBD:EDK

Mr. Herman B. Dine  
Director of Accounts  
Department of Corporations and Taxation  
State House, Boston

Sir:

In accordance with your instructions, I have made an audit of the books and accounts of the town of Southborough for the period from October 1, 1953, the date of the previous examination, to October 8, 1955, and submit the following report thereon:

The financial transactions as recorded on the books of the departments receiving or disbursing money for the town or sending out bills for collection were examined, checked, and verified.

The books and accounts of the town accountant were examined and checked. The receipts as recorded were checked with the available departmental records and with the treasurer's books, while the payments were compared with the treasury warrants authorizing the disbursement of town funds.

The ledger accounts were analyzed for the period covered by the audit, the appropriations as recorded on the ledgers were checked with the amounts voted by the town as shown on the town clerk's records of town meetings, the transfers from the reserve fund were compared with the amounts authorized by the advisory committee, and a balance sheet, which is appended to this report, was prepared showing the financial condition of the town on October 8, 1955.

The books and accounts of the town treasurer were examined and checked. The recorded receipts were analyzed and verified by comparison with the records in the several departments collecting money for the town and with other sources from which money was paid into the town treasury, while the disbursements were compared with the selectmen's warrants authorizing the payments.

The cash balance on October 8, 1955 was proved by reconciliation of the bank balances with statements furnished by the banks of deposit, by examination of the savings bank book, and by actual count of the cash in the office.

The payments on account of maturing debt and interest were proved with the amounts falling due and with the cancelled securities and coupons on file.

The tax titles held by the town were examined and checked. The tax title deeds were checked with the individual tax title accounts kept by the treasurer and the balances were listed and proved with the town accountant's ledger.

It is recommended that foreclosure proceedings be instituted on all tax titles held over two years as required by law.

The savings bank books and securities representing the investment of the trust and investment funds in the custody of the town treasurer were examined and listed, the income was proved, the withdrawals were verified, and other reported transactions were found to be correct.

The books and accounts of the town collector were examined



and checked. The tax, excise, departmental, and water accounts outstanding at the time of the previous examination, as well as all subsequent commitments, were audited and proved. The payments to the treasurer were checked with the treasurer's cash book, the recorded abatements were compared with the assessors' and other departmental records of abatements granted, and the outstanding accounts were listed and reconciled with the town accountant's ledger.

Verification of the outstanding tax, departmental, and water accounts was made by mailing notices to a number of persons whose names appeared on the books as owing money to the town, the replies received thereto indicating that the accounts, as listed, are correct.

It is again recommended that a determined effort be made by the town collector to secure settlement of past due tax and excise accounts.

It is also recommended that the fees for municipal lien certificates issued by the town collector be paid into the town treasury in accordance with the provisions of Section 23, Chapter 60, General Laws.

The detailed checking necessary to prove the tax, water, and departmental accounts receivable added materially to the length of time consumed in making the audit.

The town clerk's records of dog and sporting licenses issued were examined and checked. The payments to the Division of Fisheries and Game were verified by comparison with the receipts on file and the payments to the town were checked with the treasurer's cash book.

The surety bonds of the town officials required by law to furnish them for the faithful performance of their duties were examined and found to be in proper form.

The records of the police, health, public welfare, veterans' services, library, and cemetery departments, as well as of all other departments collecting money for the town or sending out bills for collection, were examined, checked, and reconciled with the treasurer's and the town accountant's books.

It is recommended that all departments collecting money for the town keep a record of cash receipts collected by them and that these receipts be paid directly to the town treasurer by the departments collecting them.

In addition to the balance sheet, there are appended to this report tables showing the reconciliation of the treasurer's and town collector's cash, summaries of the tax, excise, departmental, and water accounts, as well as schedules showing the condition and transactions of the trust and investment funds.

While engaged in making the audit cooperation was received from all town officials, for which, on behalf of my assistants and for myself, I wish to express appreciation.

Respectfully submitted,

WILLIAM SCHWARTZ,  
Assistant Director of Accounts.

WS:EDK

# TOWN OF SOUTHBOROUGH

Balance Sheet — October 8, 1955

## GENERAL ACCOUNTS

### Assets

Cash:	
General	\$191,034.28
Accounts Receivable:	
Taxes:	
Levy of 1951:	
Poll	\$4.00
Real Estate	12.00
Levy of 1952:	
Poll	4.00
Personal Property	11.59
Levy of 1953:	
Poll	18.00
Personal Property	38.00
Real Estate	100.70
Levy of 1954:	
Poll	92.00
Personal Property	117.40
Real Estate	6,084.80
Levy of 1955:	
Poll	430.00
Personal Property	17,598.09
Real Estate	146,213.28
	<hr/>
	170,723.86
Motor Vehicle and Trailer Excise:	
Levy of 1950	\$6.00
Levy of 1951	184.55

### Liabilities and Reserves

State and County Assessments:	
Audit of Municipal Accounts	\$18.78
Gypsy and Brown-Tail Moth	762.60
State Recreation Areas	563.68
County Tax	10,678.00
	<hr/>
	\$12,023.06
Payroll Deductions:	
Federal Taxes	\$1,779.29
County Retirement System	218.49
Teachers' Retirement System	419.30
Blue Cross and Blue Shield	327.30
	<hr/>
	2,744.38
Overpayments to be Refunded:	
Real Estate Taxes 1952	16.77
Dog Licenses—For County	421.60
Cemetery Perpetual Care Requests	300.00
Trust and Investment Fund Income:	
Bacon Charity Fund	\$1,536.51
Clapp Charity Fund	117.43
Wilson Charity Fund	540.00
Winchester Charity Fund	1,128.16
Fay Library Fund	120.65
Brigham Cemetery Fund	64.02
Newell Cemetery Fund	1,676.63
Eames Flower Fund	19.75

# **BALANCE SHEET — Continued**

Levy of 1952	433.56	
Levy of 1953	831.60	
Levy of 1954	2,827.11	
Levy of 1955	7,637.46	
	<hr/>	
	11,920.28	
Tax Titles	226.01	
Departmental:		
Selectmen	\$92.03	
General Relief	41.60	
Disability Assistance	61.81	
Aid to Dependent Children	1,190.00	
Old Age Assistance	1,182.35	
Veterans' Services	193.42	
School	624.58	
Cemetery	238.50	
	<hr/>	
	3,624.29	
Water:		
Liens Added to Taxes:		
Levy of 1951	\$19.87	
Levy of 1954	439.16	
Levy of 1955	403.56	
Rates	13,565.53	
Services and Miscellaneous	524.30	
	<hr/>	
	14,952.42	
Aid to Highways:		
State	\$11,843.40	
County	3,500.00	
	<hr/>	
Estimated Receipts to be Collected	15,343.40	
	41,805.46	

Cemetery Perpetual Care Funds	259.32	
	<hr/>	
		5,462.47
Federal Grants:		
Disability Assistance:		
Administration	\$97.71	
Assistance	518.55	
Aid to Dependent Children:		
Administration	601.74	
Assistance	305.42	
Old Age Assistance:		
Administration	1,721.77	
Assistance	7,839.02	
	<hr/>	
		11,084.21
Revolving Funds:		
School Lunch	\$1,543.58	
School Athletics	175.20	
	<hr/>	
		1,718.78
Appropriation Balances:		
Revenue:		
General	\$125,441.87	
Water:		
Maintenance and Operation	3,746.77	
Construction and Extension	15,733.43	
Non-Revenue:		
New Cordaville Fire Station	8,993.34	
New Elementary School	99,368.14	
	<hr/>	
		253,283.55
Overestimate 1955 Assessments:		
County Hospital		2,522.63

Unprovided for or Overdrawn Accounts:

Overlay Deficit:	
Levy of 1954	599.93
Overdrawn Accounts:	
Choate Field	\$75.00
Emergency Expenditures—	
Hurricane Diane	5,380.38
	<hr/>
	5,455.38

Sale of Cemetery Lots and Graves Fund 778.84

Receipts Reserved for Appropriations:

Fire—Loss Reimbursement	\$1,600.44
Road Machinery Fund	6,314.98
	<hr/>
	7,915.42
Reserve Fund—Overlay Surplus	3,720.64

Overlays Reserved for Abatements:

Levy of 1951	\$16.00
Levy of 1952	15.59
Levy of 1953	156.70
Levy of 1955	5,452.12
	<hr/>
	5,640.41

Revenue Reserved Until Collected:

Motor Vehicle and Trailer	
Excise	\$11,920.28
Tax Title	226.01
Departmental	3,624.29
Water	14,952.42
Aid to Highway	15,343.40
	<hr/>

Surplus Revenue

46,066.40  
101,986.15

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\$455,685.31

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\$455,685.31

DEBT ACCOUNTS

Serial Loans:

Inside Debt Limit:

General:

Cordaville Fire Station  
Loan

\$17,000.00

**BALANCE SHEET — Continued**

		School Loan	114,000.00
Net Funded or Fixed Debt:			
Inside Debt Limit:			\$131,000.00
General	\$131,000.00	Outside Debt Limit:	
Outside Debt Limit:		General:	
General	\$461,000.00	School Project Loan	\$461,000.00
Public Service Enterprise	43,000.00	Public Service Enterprise:	
		Water Loans	43,000.00
	<u>504,000.00</u>		<u>504,000.00</u>
	\$635,000.00		\$635,000.00

## TRUST AND INVESTMENT ACCOUNTS

Trust and Investment Funds:		In Custody of Treasurer:	
Cash and Securities	\$97,871.19	Welfare Funds:	
		John L. Bacon Fund	\$10,000.00
		Clarissa F. Clapp Fund	1,000.00
		Wilson Fund	1,000.00
		Henry K. Winchester Fund	6,268.14
			<hr/>
			\$18,268.14
		Fay Library Fund	1,660.68
		Cemetery Funds:	
		Lucretia Brigham Fund	\$1,000.00
		Frank G. Newell Fund	33,817.61
		Jonathan Goddard Eames	
		Flower Fund	451.92
		Perpetual Care Funds	42,315.00
			<hr/>
			77,584.53
		Post-War Rehabilitation Fund	357.84
			<hr/>
	<hr/>		\$97,871.19

## REPORT OF THE TOWN ACCOUNTANT

Year Ending December 31, 1955

To the Honorable Board of Selectmen,  
Southboro, Mass.

Gentlemen:

I respectfully submit herewith the annual report of financial operations of the town as of December 31, 1955.

Attached hereto are the following statements and schedules:

- Balance Sheet
- Debt Statement
- Schedule of Receipts
- Expenditures and Balances
- Trust Funds
- Transfers
- Salary and Wage Schedule
- Schedule of Insurance

In addition to estimated receipts totaling \$178,078.94 considered by the Assessors in determining the amount to be raised by taxation in 1955, additional receipts in the amount of \$7,234.15 and unexpended balances of appropriations totaling \$10,062.29 together totaling \$17,296.44 was transferred to Excess and Deficiency on December 31, 1955.

After taking into consideration adjustments, additions to and transfers from the Excess and Deficiency Account during the year but not including \$10,751.40 due from the State and County for highway maintenance and construction, the Excess and Deficiency account showed a balance of \$123,832.93. After deducting outstanding taxes of \$24,838.58 the amount of free cash as at January 1, 1956 is \$98,994.35 which has been certified by the Massachusetts Department of Corporations and Taxation, Division of Accounts. Such balance compared with a balance of free cash at January 1, 1955 of \$79,397.01 and at January 1, 1954 of \$44,971.21 reflects the good financial condition of the town at January 1, 1956.

I extend to you, the Board of Selectmen, Town Officers and Department Heads my sincere appreciation for the continued co-operation given me during the year.

Respectfully yours,

FRED BAKER,  
Town Accountant.

# BALANCE SHEET, DECEMBER 31, 1955

## ASSET ACCOUNTS

Cash Balance	\$172,113.16	
Accounts Receivable:		
Taxes:		
1951 Poll	\$4.00	
1951 Real Estate	12.00	
1952 Poll	4.00	
1952 Personal	11.59	
1952 Real Estate	16.77	(Credit)
1953 Poll	18.00	
1953 Personal	22.00	
1953 Real Estate	51.80	
1954 Poll	162.40	
1954 Personal	117.40	
1954 Real Estate	3,248.31	
1955 Poll	196.00	
1955 Personal	562.51	
1955 Real Estate	20,445.34	
		24,838.58
Motor Vehicle Excise:		
1950	\$6.00	
1951	184.55	
1952	433.56	
1953	831.60	
1954	2,600.10	
1955	6,582.62	
		10,638.43
Tax Titles		226.01
Departmental:		
Selectmen	\$232.68	

## LIABILITY ACCOUNTS

Accounts Payable:		
Dog License Collections for County	\$4.60	
Perpetual Care Deposits for		
Investment	100.00	
County Retirement Contributions	331.14	
Withheld Taxes	3,022.36	
		\$3,458.10
Overestimated Appropriations:		
State Parks	\$67.84	
Gypsy Moth Assessment	87.20	
County T. B. Hospital	2,522.63	
		2,677.67
Town Sheds Fire Loss Insurance		
Remittance		1,600.44
St. Mark's School (In lieu of taxes)		2,700.00
School Lunch Program, balance		1,684.29
Appropriation Balances		
(Warrant Articles)		39,417.91
Federal Grants (Balances):		
Aid to Dependent Children	\$640.61	
Aid to Dependent Children Adm.	601.74	
Old Age Assistance	7,302.40	
Old Age Assistance, Adm.	1,499.31	
Disability Assistance	663.85	
Disability Assistance, Adm.	97.71	
		10,805.62
Trust Fund Income (Balances)		
Wilson Charity Fund	\$555.00	



Welfare	886.28
Aid to Dependent Children	682.71
Old Age Assistance	116.30
School	624.58
Cemetery	310.60
Tree Warden, Private Work	38.00

2,891.15

#### Aid to Highways:

State:	
Chapter #81	\$1,251.40
Chapter #90 Construction	5,000.00
Chapter #90 Maintenance	1,000.00
County:	
Chapter #90 Construction	2,500.00
Chapter #90 Maintenance	1,000.00

10,751.40

#### Water:

Rates	\$14,069.79
Services	94.18
Liens	862.59

15,026.56

#### Hurricane Emergency Expenditures

Under Auth. of Sec. #31 Chap. #44	
of G. L. (Balance)	8,560.98
Underestimated Appropriations:	
1954 Overlay	688.93
County Tax	1,276.00

Bacon Fund	1,406.51
Winchester Fund	1,049.06
Clapp Fund	117.43
Fay Library Fund	41.17
Newell Fund	1,339.08
Newell Fund, Proceeds Sale of Rights	407.85
Cemetery Fund	259.32
Eames Fund	14.75
Brigham Fund	64.02

5,254.19

#### Revenue Reserved Until Collected:

Motor Vehicle Excise	\$10,638.43
Tax Titles	226.01
Departmental	2,891.15
State and County Aid to Highways	10,751.40
Water Dept.	15,026.56

39,533.55

#### Reserves and Surplus:

Overlay Reserves for Abatements	\$4,038.83
Overlay Reserve	3,720.64
Road Machinery Fund Reserve	7,555.78
Cemetery Reserve	778.84

16,094.09

#### Excess and Deficiency

123,832.93

# **BALANCE SHEET — (Continued)**

Overdraft School Athletic Fund  
(Revolving Fund)

47.59

\$247,058.79

\$247,058.79

## **DEBT STATEMENT**

Loan	Outstanding 1-1-55	Paid 1955	Outstanding 1-1-56	Due in 1956	Rate	Interest Due 1956	Interest Payable	Principal Payable
Town Water Loan (1930)	\$50,000.00	\$10,000.00	\$40,000.00	\$10,000.00	4 %	\$800.00	1-1-56	
Fayville Water Loan (1930)	4,000.00	1,000.00	3,000.00	1,000.00	4 ¾ %	800.00	7-1-56	7-1-56
20 School Loans (1954)	610,000.00	35,000.00	575,000.00	35,000.00	2.10%	71.25	4-1-56	10-1-56
New Fire House Loan (1954)	17,000.00	2,000.00	15,000.00	2,000.00	1.85%	6,037.50	4-1-56	4-1-56
						5,670.00	10-1-56	11-1-56
						277.50	11-1-56	
	<u>\$681,000.00</u>	<u>\$48,000.00</u>	<u>\$633,000.00</u>	<u>\$48,000.00</u>		<u>\$13,727.50</u>		

# SCHEDULE OF RECEIPTS

## GENERAL REVENUE

### Taxes—Levy of 1955

Poll .....	\$1,546.00
Personal .....	26,996.24
Real Estate .....	201,660.47
Motor Excise .....	28,301.10
Interest and Costs .....	63.35

\$258,567.16

### Taxes—Levy of 1954

Poll .....	\$72.00
Personal .....	290.14
Real Estate .....	14,595.18
Motor Excise .....	5,503.72
Interest and Costs .....	356.09

20,817.13

### Taxes—Levy of 1953

Personal .....	\$218.00
Real Estate .....	1,773.31
Motor Excise .....	26.27
Interest and Costs .....	103.02

2,120.60

### Taxes—Levy of 1950

Motor Excise .....	2.00
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### Licenses and Permits:

Liquor and Entertainment .....	\$4,665.00
Pedlars .....	24.00
Auctioneers .....	7.00
Junk Dealers .....	5.00
Other .....	1.00
Health .....	45.50
Firearms .....	29.50

4,777.00

### From State:

Meal Tax—Old Age Assistance .....	\$666.13
Income Tax .....	9,089.54
Corporation Tax .....	13,189.43
M.D.C. In lieu of Taxes .....	5,395.18
Health-T.B. Subsidy .....	14.29
Abatement to Paraplegic Veterans .....	475.30
High School Tuition and Transportation .....	10,832.88
Superintendent .....	1,306.66
School Aid Chapter #70 .....	23,600.00
Vocational Education .....	1,454.81

School Construction .....	11,064.55	
		77,088.77
Court Fines .....		57.00
Grants from Federal Government:		
Old Age Assistance .....	\$16,189.80	
Aid to Dependent Children .....	2,896.32	
Disability Assistance .....	929.99	
		20,016.11
Gift:		
St. Mark's School .....		2,700.00
From County:		
Dog Licenses .....		678.44
Miscellaneous .....		20.00
Total General Revenue .....		\$386,844.21

#### COMMERCIAL REVENUE

Rentals:		
Town Hall .....	\$88.00	
Fayville Hall .....	389.26	
		\$477.26
Protection of Persons and Property:		
Sealer of Weights and Measures .....	\$87.00	
Tree Warden, Private Work .....	155.50	
Services of Dog Officer .....	416.00	
		658.50
Highways—From State and County:		
1954 Contracts:		
Chapter #81 .....	\$5,375.34	
Chapter #90 Construction .....	4,359.19	
Chapter #90 Maintenance .....	4,179.54	
		13,914.07
1955 Contracts:		
Chapter #81 .....		11,673.60
Highway Equipment Rentals .....		5,708.64
Welfare Reimbursements:		
State:		
Old Age Assistance .....	\$12,732.04	
Aid to Dependent Children .....	1,899.05	
Disability Assistance .....	818.25	
		15,449.34
From Cities and Towns—Old Age Assistance .....		2,019.00

Veterans' Services:	
From State .....	828.89

Schools:	
Lunch Room Receipts .....	\$13,667.77
Athletic Account Receipts .....	454.95
Sale of Supplies .....	45.57
	<hr/>
	14,168.29
Library Fines .....	30.00

Unclassified:	
State Aid Account of Hurricane Carol .....	\$16,607.40
Federal Aid Account of Hurricane Diane .....	4,473.47
Property Damage .....	506.20
Wind Damage to School Building .....	486.00
Sale of Scrap .....	60.32
Sale of Maps .....	13.75
Proceeds, Sale of U. S. Treasury Bill .....	1,682.50
	<hr/>
	23,829.64

Water Department:	
Metered Rates .....	\$31,744.44
Service Connections .....	1,421.26
Liens .....	639.32
	<hr/>
	33,805.02

Cemetery:	
Sale of Lots .....	\$175.00
Care of Lots .....	226.90
Foundations .....	89.00
Burials .....	1,082.55
Perpetual Care Deposits .....	950.00
Sale of Stock Rights .....	735.76
Miscellaneous .....	5.30
	<hr/>
	3,264.51

Total Commercial Revenue .....	\$125,826.76
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#### NON-REVENUE RECEIPTS

Income from Trust Fund Investments:	
Frank G. Newell Fund .....	\$2,754.64
Wilson Charity Fund .....	60.00
Henry K. Winchester Fund .....	177.50
Brigham Fund .....	39.37
John L. Bacon Fund .....	250.00
Fay Library Fund .....	44.80
Cemetery Trust Fund .....	1,332.25
Clarissa Clapp Charity Fund .....	30.00
Jonathan G. Eames Fund .....	20.25
	<hr/>
	\$4,708.81

Agency Accounts—Payroll Deductions:

Mass. Teachers' Retirement .....	\$4,690.89
Withheld Taxes .....	21,170.31
Worcester County Retirement .....	2,489.06
Blue Cross .....	1,898.25

30,248.51

Dog License Collections for County ....

987.00

Refunds:

Public Service Enterprises .....	\$958.94
Cemetery .....	17.50
School Lunch .....	135.00

1,111.44

Total Non-Revenue Receipts .....

\$37,055.76

Total Net Cash Receipts .....

\$549,726.73

# **DEPARTMENTAL ACCOUNTS, 1955** **EXPENDITURES AND BALANCES**

ACCOUNT	Total Available	Total Expenditure	Balance Held to Complete Projects	Unexpended Balance to E. & D.	Available for Transfer to E. & D.
Elected Officers' Salaries .....	\$4,575.00	\$4,575.00			
Advisory Board .....	115.00	90.00		\$25.00	
Selectmen .....	2,654.00	2,584.61		69.39	
Accounting .....	1,850.00	1,760.79		89.21	
Treasurer .....	1,018.00	972.16		45.84	
Collector .....	1,337.00	1,337.00			
Assessors .....	896.00	733.70		162.30	
Legal .....	800.00	705.00		95.00	
Town Clerk .....	642.00	421.85		220.15	
Election and Registration .....	1,375.00	1,312.31		62.69	
Planning Board .....	800.00	799.99		.01	
Town Hall Maintenance .....	2,707.73	2,707.73			
Town Hall Repairs .....	2,940.00	1,180.93	\$1,759.07		
Tax Title Expense .....	15.00			15.00	
Hurricane Diane (Emergency) ....		8,560.98			
Police .....	11,688.60	10,920.25		768.35	
Fire Department Maint. ....	4,427.34	4,427.34			
Fire Department Salaries .....	4,690.00	4,690.00			
Forest Fires and Equipment .....	1,290.00	971.37		318.63	
New Fire House Comm. ....	70.00		70.00		
New Fire Station .....	18,664.59	16,797.93	1,866.66		
Moth Department .....	2,702.00	2,652.38		49.62	
Dutch Elm Disease Control .....	1,191.75	1,191.75			
Tree Warden .....	2,550.00	2,540.96		9.04	
Poison Ivy Control .....	400.00	400.00			
Tree Warden Private Work .....	400.00	110.00	290.00		
Sealer of Weights and Measures ....	149.00	144.60		4.40	
Civilian Defense .....	546.17	487.57		58.60	
Health .....	4,378.00	4,313.59		64.41	

# EXPENDITURES AND BALANCES — (Continued)

Inspector of Animals .....	125.00	123.47		1.53
Street Lights .....	6,889.80	6,860.73		29.07
Highway, Equipment Maint. ....	3,500.00	3,316.49		183.51
Special Maint. ....	6,655.00	6,655.00		
Snow Removal .....	5,700.00	5,259.33		440.67
Cable Fences .....	2,500.00	2,500.00		
Chapter #81 .....	19,975.00	19,951.19		23.81
Chapter #90 Constr. ....	10,000.00	5,548.67	4,451.33	
Chapter #90 Maint. ....	3,000.00	2,998.82		1.18
Sidewalks .....	1,000.00	972.81		27.19
New Truck .....	3,500.00	3,240.00	Road Machinery Fund	\$260.00
Northboro Rd.				
Bridge Repairs .....	1,700.00	1,665.41		34.59
Sheds Bldg. Comm. ....	165.00			165.00
Neary Land Drainage .....	400.00	326.40		73.60
Public Welfare .....	25,000.00	22,215.51		2,784.49
Federal Grants:				
Aid to Dependent Children .....	3,699.62	3,059.01	640.61	
Aid to Dependent Children Adm. ....	601.74		601.74	
Old Age Assistance .....	26,017.45	18,715.05	7,302.40	
Ald Age Assistance Adm. ....	2,298.97	799.66	1,499.31	
Disability Assistance .....	1,641.55	1,061.40	580.15	
Disability Assistance Adm. ....	181.41		181.41	
Veterans' Services .....	5,788.95	5,769.80		19.15
School .....	147,178.97	147,130.25		48.72
Vocational Education .....	4,000.00	2,234.59		1,765.41
School Housing Comm. ....	2,113.08	610.39	1,502.69	
New School .....	362,578.46	341,457.43	21,121.03	
Library .....	5,208.50	5,150.84		57.66
Water Dept. Maintenance .....	17,388.04	17,387.99		.05
Water Extensions:				
Middle Rd. ....	1,900.00	1,726.41		173.59
Southville Loop .....	17,589.83	13,071.02	4,518.81	



Southville Rd. ....	333.33	322.13		11.20
Parkville Rd. ....	1,900.00		1,900.00	
Engineering Service .....	500.00		500.00	
Boston Rd. ....	4.76			4.76
Southville Rd. West .....	6.86			6.86
Brook St. ....	20.39			20.39
Reserve Fund .....	3,000.00	2,577.14		422.86
Fayville Hall Maint. ....	1,574.00	1,560.93		13.07
Fayville Hall Repairs .....	2,848.33	2,725.15	123.18	
Common and Town House Grounds	500.00	451.15		48.85
Swimming Pool .....	573.78	573.78		
Fay Memorial Field .....	600.00	590.00		10.00
Mooney Field .....	600.00	599.37		.63
P.T.A. Playground .....	525.00	525.00		
Memorial Day V.F.W. ....	250.00	194.77		55.23
Memorial Day American Legion ....	250.00	194.78		55.22
Town Dump .....	2,720.60	2,685.10		35.50
Gasoline .....	3,522.82	3,166.32		356.50
Insurance .....	8,258.58	7,196.60		1,061.98
Town Reports .....	1,400.00	1,400.00		
Publication of By-Laws .....	150.00		150.00	
1955 State Census .....	300.00	289.56		10.44
Pay Scale Survey .....	2,500.00	2,150.41		349.54
Industrial Development				
Commission .....	100.00		100.00	
Cemetery Maintenance .....	8,290.00	8,063.06		226.94
Old Cemetery .....	505.00	414.45	90.55	
Cemetery Land Purchase .....	200.00			200.00
Interest on Debt:				
School Loan .....	12,442.50	12,442.50		
Water Loan .....	2,190.00	2,190.00		
Fire House Loan .....	314.50	314.50		
Debt Retirement .....	48,000.00	48,000.00		
Trust Fund Income:				
Wilson Charity Fund .....	555.00		555.00	

## EXPENDITURES AND BALANCES — Continued

Bacon Fund .....	1,661.51	255.00	1,406.51	
Winchester Fund .....	1,402.06	353.00		1,049.06
Clarissa Clapp Fund .....	117.43		117.43	
Library Fund .....	120.65	79.48	41.17	
Newell Fund .....	4,246.55	2,862.83	1,383.72	
Cemetery Trust Fund .....	1,087.82	828.50	259.32	
Eames Fund .....	39.75	25.00	14.75	
Brigham Fund .....	78.62	14.60	64.02	
	<u>\$876,858.39</u>	<u>\$820,242.57</u>	<u>\$54,139.92</u>	<u>\$10,062.29</u>
				<u>\$974.59</u>

Note: Total available column includes carry-over balances from 1954 and transfers from Reserve Fund.

28

## TRUST FUNDS

Cash and Securities	\$98,181.27	J. Lowell Bacon Fund	\$10,000.00
		Fay Library Fund	1,660.68
		Wilson Charity Fund	1,000.00
		Cemetery Trust Fund	42,615.00
		Lucretia Brigham Fund	1,000.00
		Frank G. Newell Fund	33,817.61
		Henry K. Winchester Fund	6,268.14
		Clarissa Clapp Charity Fund	1,000.00
		Jonathan G. Eames Fund	462.00
		P. W. Rehabilitation Fund	357.84
	<u>\$98,181.27</u>		<u>\$98,181.27</u>

# TRANSFERS

## Transfers from Excess and Deficiency

To:

Chapter Highways (Reimbursable) .....	\$22,425.00
Nearby Land Drainage .....	400.00
Town Pay Scale Survey .....	2,500.00
Northboro Rd. Bridge Repair .....	1,700.00
Industrial Development Comm. ....	100.00
	<hr/>
	\$27,125.00

## SALARY AND WAGE SCHEDULE — 1955

Moderator	\$25.00
Selectmen	750.00
Treasurer	625.00
Collector	900.00
Town Clerk	500.00
Assessors (3)	975.00
Overséers, Public Welfare (3)	150.00
School Committee (3)	300.00
Cemetery Commissioners (3)	75.00
Board of Health (3)	150.00
Water Commissioners (3)	100.00
Tree Warden	25.00
Town Accountant	1,200.00
Town Hall Clerk, per hour	1.25
Town Counsel	300.00
Board of Registrars (4)	150.00
Election Officers, per hour	.85
Police Chief	3,900.00
Patrolman per hour	1.35
Dog Officer	100.00
Fire Chief	575.00
Fire Captains (2)	250.00
Fire Lieutenants (3)	345.00
Fire Clerks (2)	30.00
Privates (30)	3,000.00
Janitors, Fire House (2)	490.00
Forest Fire Warden	50.00
Tree Warden, per hour	1.25
Moth Department, per hour	1.25
Sealer of Weights and Measures	100.00
Inspector of Animals	100.00
Health Agent	50.00
Inspector of Slaughtering	25.00
Superintendent of Streets, per hour	1.71
Highway Department Labor, per hour	1.39-1.44-1.45
Veterans' Agent	300.00
Welfare Agent	1,929.00

Welfare Clerical, per hour	1.02
Janitors:	
Town Hall	1,000.00
Southboro School	3,800.00
Southboro School Assistant	3,120.00
Southville School	3,120.00
Fayville Hall	500.00
Southboro Library	660.00
Southville Library	27.00
School Physician	300.00
School Dentist	50.00
School Attendance Officer	25.00
Librarian	2,150.00
Water Department Superintendent, per hour	1.71
Water Department Registrar, per hour	1.10
Water Department Labor, per hour	1.35-1.50
Cemetery Superintendent	3,600.00
Cemetery Labor, per hour	1.40

## INSURANCE POLICIES

American Insurance Co.— Policy covering sprinkler leakage at High School and Annex.

American Insurance Co.— Policy covering Fire loss on Town Buildings.

The Hartford Steam Boiler and Insurance Co. covering boilers at:

Central Fire Station

Fayville Hall

Peters High School and Annex

Pumping Station

South Union School

New School

American Insurance Co.— Policy covering Auto Fleet fire, theft and collision.

Travelers Insurance Co.— Policy covering public liability public buildings.

Travelers Insurance Co.— Policy covering Workmen's Compensation.

Travelers Insurance Co.— Policy covering robbery — Collector.

Travelers Indemnity Co.— Policy covering public liability and property damage Fleet of Automotive Equipment.

Aetna Casualty and Surety Co.— Policy covering safe burglary and robbery, Town Treasurer.

Aetna Life Insurance Co.— Firemen's Group Insurance.

American Insurance Co. — Builder's Risk Insurance, New School.

American Employers Insurance Co.— Contractor's Liability, New School.

## TOWN CLERK'S REPORT

### Proceedings of Town Election and Business Meetings

### ANNUAL TOWN ELECTION — MARCH 21, 1955

The results of the voting as canvassed and counted by the Election Officers was as follows:

#### Moderator 1 Year

Edward V. Chaput	737
Scattering	3
Blanks	248

#### Treasurer 1 Year

John M. Carman	766
Scattering	00
Blanks	233

#### Selectmen 3 Years

Arthur Hosmer	371
Howard E. Goff	611
Blanks	7

#### Assessor 3 Years

Herbert E. Banfill	807
Blanks	182

#### Board of Public Welfare 3 Years

Edward W. Borst	757
Blanks	232

#### School Committee 3 Years

Paul L. Wilson	760
Blanks	229

#### School Committee 1 Year

Katherine Allen	711
Marion K. Stone	193
Blanks	85

#### Cemetery Commissioner 3 Years

Lawrence W. Hamelin	745
Blanks	243

#### Board of Health 3 Years

Sophia M. Coleman	735
Blanks	254

Water Commissioners 3 Years

Clarence E. Baker	737
Scattering	3
Blanks	249

Trustees of Library 3 Years

Hazel F. Burke	773
Harrison L. Reinke	675
Blanks	530

Planning Board 5 Years

Sumner W. Elton	724
Scattering	2
Blanks	263



## ANNUAL TOWN MEETING — MARCH 14, 1955

At the Annual Town Meeting of the Town of Southborough duly called and held in the Town Hall on Monday, March 14, 1955 at which a quorum was present and acting, there appeared the following Articles which were voted upon in Legal Manner.

Moderator Edward V. Chaput opened the meeting at 7:07 P. M. There were 336 voters present.

Motion made and passed to dispense with the reading of the Warrant.

Article 1. To hear the reports of the various Town Officers and Committees and take such action thereon, as the Town may vote.

Paul Redmond gave a short verbal report for the School Housing Committee.

It was voted to adjourn the Meeting at 10:45 P. M.

It was voted to delay the reading of the report of the Committee on the Police situation, until such time so that it would precede the Warrant Article on Police.

In the report of the Advisory Committee, Mr. Frank Millea brought to the attention of the voters the following errors in said report.

Under Charities and Aid on page 5 in the paragraph which starts "By adopting this method" the Report reads that \$2,500.00 was approved for 1955, this should read \$25,000.00

In the Budget Items, turn to Item #12 Police.

You will find that the Special Police Account was omitted. An account of Special Police should be here and it should read: Expended 1954 — \$1,533.17. Requested 1955 — \$500.00. The total amounts are correct under this account.

Budget Item #21. Street Lights. The approved amount should be \$6,814.80, in the report it reads \$6,814.00.

Budget Item #30 School. Under the Account Miscellaneous Operations the expended amount reads \$2,364.78. This should be \$2,634.78.

Budget Item #34. Water. Under the Account Telephone you will find the requested amount reads \$255.00. This should read \$225.00.

Turn to the Warrant Article Budgets in back of the report. On the second page under New Elementary School half way down the page you will find the account Legal Services amounting to \$13,458.54. This is incorrectly inserted. It should read Legal Services \$2,050.00, Architect Fees \$15,029.66. Architect Fees of \$11,408.54 for Rich were incorrectly entered under Legal Services. The Legal Services were paid to the First National Bank \$2,000.00 and Choate \$50.00.

It was voted to accept the reports as presented.

Article 2. To see if the Town will vote to fix, for the calendar year 1955, the salary and compensation of all Elective Officers of the Town as provided by Section 108 of Chapter 41 of the General Laws as amended, which Officers are as follows:

One Moderator, one Town Clerk, one Treasurer, one Town Collector, Three Selectmen, three Assessors, three members of the Board of Public Welfare, three members of the School Committee, three Cemetery Commissioners, three members of the Board of Health, three Water Commissioners, and one Tree Warden.

Voted: That the salaries and compensation of the Elective Officers of the Town to be fixed as follows, for the Calendar Year 1955.

Moderator	\$25.00	Welfare Comm. (3)	150.00
Town Clerk	500.00	School Comm. (3)	300.00
Treasurer	625.00	Cemetery Comm. (3)	75.00
Town Collector	900.00	Water Comm. (3)	100.00
Selectmen (3)	750.00	Bd. of Health (3)	150.00
Assessors (3)	975.00	Tree Warden	25.00

Please note that an increase of \$125.00 has been recommended for the Treasurer.

Article 3. To see if the Town will vote to raise and appropriate the sum of \$4,575.00 or such other sum of money as may be necessary to pay the salaries of all Elective Town Officers, or do or act thereon.

Voted: That the sum of \$4,575.00 be raised and appropriated to pay the salaries of all Elective Town Officers.

Article 4. To see if the Town will vote to raise such sums of money as may be necessary for the Town's use and make appropriation of the same, or do or act anything in relation thereto.

Motion made by Mr. Frank Millea that the Moderator read "The Report and Recommendations of the Advisory Committee" item by item and then read the total.

Voted: To amend the original motion to read "That the Moderator read the totals only and that any Total questioned be passed for later discussion."

Voted: To raise and appropriate the following sums of money.

Item	Purpose	Amount
1.	Advisory Committee	\$115.00
3.	Accounting	1,850.00
4.	Treasurer	1,018.00
5.	Collector	1,337.00
6.	Town Clerk	642.00
7.	Election and Registration	1,375.00
8.	Assessors	896.00
9.	Legal	800.00
11.	Tax Title	15.00
14.	Fire Salaries	4,690.00
15.	Forest Fire	1,290.00
16.	Moth	2,702.00
17.	Tree Warden	2,550.00
18.	Sealer of Weights and Measures	149.00
19.	Board of Health	4,012.94
20.	Inspector of Animals	125.00
21.	Street Lights	6,814.80
23.	Highway Special Maintenance	6,655.00
25-26-27-28.	Charities and Aid	25,000.00
30.	School	146,928.97
31.	Vocational Education	4,000.00
32.	Revolving Athletic Fund	1,000.00
37.	Common and Town House Grounds	500.00
38.	Town Reports	1,400.00
40.	Planning Board	800.00
43.	Interest on Debt	14,947.00
44.	Debt Retirement	48,000.00
45.	Mooney Field	600.00
46.	Harold E. Fay Memorial Field	600.00

The following Items under Article 4 were then voted upon.  
Article 4, Item 2. That the sum of \$2,884.00 be raised and appropriated for the Selectmen.

Motion made to amend original motion to read \$2,654.00 instead of \$2,884.00.

A show of hands vote was taken on the motion to amend the original motion.

Results of the vote — Yes 89, No 73.

Voted: That the sum of \$2,654.00 be raised and appropriated for the Selectmen.

Article 4, Item 10. That the sum of \$2,765.00 be raised and appropriated for the Town Hall.

Motion made to amend the motion, that the sum be changed to read \$2,615.00 instead of \$2,765.00.

Voted: That the sum of \$2,615.00 be raised and appropriated for the Town Hall.

Article 4, Item 12. That the sum of \$8,000.00 be raised and appropriated for Police.

Voted: That Item 12 be discussed when Article 28 is discussed.

Article 4, Item 13. That the sum of \$4,129.73 be raised and appropriated for Fire Maintenance.

Motion made to amend original motion to read \$4,104.73 instead of \$4,129.73.

Voted: That the sum of \$4,129.73 be raised and appropriated for Fire Maintenance.

Article 4, Item 22. That the sum of \$7,727.00 be raised and appropriated for Snow Removal.

Motion made to amend original motion to read \$5,700.00 instead of \$7,727.00.

Voted: That the sum of \$5,700.00 be raised and appropriated for Snow Removal.

Article 4, Item 24. That the sum of \$1,000.00 be raised and appropriated for Highway Sidewalks.

Voted: That the sum of \$1,000.00 be raised and appropriated for Highway Sidewalks.

Article 4, Item 29. That the sum of \$4,740.00 be raised and appropriated for Veterans' Services.

Voted: That the sum of \$4,740.00 be raised and appropriated for Veterans' Services.

Article 4, Item 33. That the sum of \$5,208.50 be raised and appropriated for Fay Library.

Voted: To discuss this Article when Article 10 is discussed.

Article 4, Item 34. That the sum of \$19,272.74 be raised and appropriated under Item 34 and that \$4,500.00 of the sum so appropriated be allocated for payment of the working Superintendent.

Motion: Made to amend the original motion to read that the sum of \$4,268.00 be raised and appropriated for the Water Department's Superintendent's Salary and that an additional sum of \$12,920.04 be raised and appropriated for the Water Department, making a total of \$17,188.04 to be raised and appropriated for the Water Department.

A show of hands vote was taken on the amendment — Yes, 123, No, 91.

Voted: That \$17,188.04 be raised and appropriated for the Water Department.

Article 4, Item 35. That the sum of \$3,000.00 be transferred from Overlay Reserve.

Voted: That the sum of \$3,000.00 be transferred from Overlay Reserve.

Article 4, Item 36. That the sum of \$1,584.00 be raised and appropriated for Fayville Hall.

Motion made to amend original motion to read \$1,484.00 instead of \$1,584.00.

Voted: That the sum of \$1,484.00 be raised and appropriated for Fayville Hall.

Article 4, Item 39. That the sum of \$8,258.58 be raised and appropriated for Insurance.

Voted: That the sum of \$8,258.58 be raised and appropriated for Insurance.

Article 4, Item 41. That the sum of \$3,800.00 be raised and appropriated for Gasoline.

Motion to amend the original motion to read \$3,274.00 instead of \$3,800.00.

Voted: That the sum of \$3,274.00 be raised and appropriated for Gasoline.

Article 4, Item 42. That the sum of \$8,650.00 be raised and appropriated for the Cemetery.

Motion made to amend the original motion to read that the sum of \$3,600.00 be raised and appropriated for the annual salary of the Cemetery working Superintendent and that an additional sum of \$4,690.00 be raised and appropriated for use of the Cemetery Department making a total of \$8,290.00.

Voted: That the sum of \$8,290.00 be raised and appropriated for Cemetery.

Motion to proceed with Article 2; Budget Item 12 and Article 29 in that order.

Report of the Special Committee Appointed under Articles 31 and 32 at the Annual Town Meeting — March, 1954.

To the Honorable Board of Selectmen  
Town of Southborough, Massachusetts

Gentlemen:

In defining the duties of this Committee, we have found it necessary to restrict our report to the questions which we were appointed to investigate. The motions passed at the 1954 Annual Town Meeting requested us to report on, first: the need for the Town to adopt the provisions of Section 97A of Chapter 41 of the General Laws relative to the establishment of and tenure for a Police Department for the Town; and second, the need for the Town to establish a salary of \$3,900.00 annually for the Chief of Police.

We have had the Massachusetts Department of Public Safety conduct a survey of our police needs, a copy of this report is appended.

If the Town of Southborough believes that a full time chief is desirable and necessary, we recommend that the Town adopt Section 97A, Chapter 41 of the General Laws giving him the security that would be provided by tenure.

The second question — that of salary — is linked with the

first, and with the size of the department of magnitude of his duties.

If Southborough accepts Section 97A etc. then we recommend a salary for such full time chief of not less than \$3,900.00 per year. By full time chief the committee means that the chief shall engage in no other outside occupational activities, nor shall he work for another Town Department, and his salary shall be his total wages from the Police Budget.

The members of this committee hold varying opinions on the questions allied to, but outside the scope of this report.

We recommend:

1. That the Town of Southborough adopt the provisions of Section 97A of Chapter 41 of the General Laws.
2. That the Town of Southborough set a sum of not less than \$3,900.00 as annual salary for the Chief of Police.

CHARLES F. BARTON, Chairman

ARTHUR L. HOSMER

FREDERICK J. SANCHIONI

ALFRED W. HOWES

RALPH E. GRAY

The Report was accepted as read.

Article 28. To see if the Town will vote to accept the provisions of Section 97A of Chapter 41 of the General Laws, which provide for the establishment of a Police Department and Chief of Police, appointed by the Board of Selectmen, with control of the Police Department in the Chief of Police and providing further that the Chief of Police and no Police Officer shall be removed from office except for cause at a public hearing, or do or act anything in relation thereto.

A motion to vote on Article 28 by Ballot was defeated.

A show of hands vote was taken: Results of that vote:

Those in favor — 112, those not in favor — 98.

Voted: To accept Article 28 in the words of the Article.

Article 4, Item 12. That the sum of \$8,000.00 be raised and appropriated for Police, and that \$3,900.00 of the sum so appropriated be allocated for the payment of base salary to the Chief of Police.

Motion made to amend the original motion to read "That the sum of \$3,900.00 be raised and appropriated for the Annual Salary of the Chief of Police, and that an additional sum of \$3,375.00 be raised and appropriated for the use of the Police Department, making a total of \$7,275.00 to be raised and appropriated for the Police Department.

A third motion was made to amend the original motion to read "That the sum of \$11,688.00 be raised and appropriated for the Police Department, out of which said sum, \$3,900.00 shall be allocated as a base salary for the Chief of Police."

Chief	\$3,900.00
Night man @ \$65.00/wk.	3,380.00
A spare man for day off and vacation	1,180.00
Fay crossing	732.00
Special Police	500.00
Dog Officer	100.00
Stationery, printing and postage	100.00
Telephone	360.00
Association dues and subscriptions	20.00
Association's meeting expenses	100.00
Equipment, red lights, flash lights	100.00
Oil and Grease	168.00
New Equipment for men	150.00
Special Police car mileage	50.00
Lock up expenses	125.00
Equipment repairs	300.00
Highway signs	100.00
Auto equipment, tires, etc.	150.00
Use of radio at Marlborough	20.00
Operating supplies, tickets, tapes, etc.	150.00
Box rent	3.60
	<hr/>
	\$11,688.60

Voted: That the sum of \$11,688.60 be raised and appropriated for the Police Department.

The meeting was adjourned at 11:00 P. M.

A true copy: Attest:

AUSTIN E. KELLY,  
Town Clerk.



## ADJOURNED TOWN MEETING — MARCH 28, 1955

Moderator Edward V. Chaput opened the meeting at 7:15 P. M. There were 194 Voters present.

Article 29. To see if the Town will vote to raise or transfer the sum of Thirty-nine Hundred (\$3,900.00) Dollars for payment of the Annual salary of the Chief of Police and take any action relating to the Chief of Police or the Police Department, or do or act anything in relation thereto.

Voted: That Article 29 be dismissed.

Article 10. To see what disposition shall be made of the Dog money.

Voted: That the sum of 678.44 obtained from the licensing of dogs be used as part of the appropriation for the Fay Library.

Article 4. That the sum of \$303,471.08 be raised and appropriated for the purposes of items 1 to 46 inclusive as set forth in the report of the Advisory Committee; excluding items 2, 10, 12, 22, 34, 36, 41, and 42 amounting to \$52,893.64 raised and appropriated March 14, 1955.

Total Budgets — \$356,364.72. Fay Library net of \$4,530.06 is included in \$303,471.08.

It was then voted to proceed to Article 5.

Article 5. To see if the Town will authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1955, and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year, in accordance with Section 17, Chapter 44 of the General Laws as amended and pass any vote or take any action in relation thereto.

Unanimously Voted: That the Town Treasurer be authorized, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1955 and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year. In accordance with Section 17, Chapter 44 of the General Laws, as amended.

Article 7. To see if the Town will vote to raise and appropriate the sum of \$2,094.73 as required by the County Commissioners, to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$2,094.73 be raised and appropriated to pay a portion of the expense of the Worcester County Retirement System of which the Town is a member.

Article 8. To see if the Town will vote to raise and appropriate the sum of Five Hundred Twenty-five (\$525.00) Dollars for playground activities managed under the direction of the Board of Selectmen, or do or act anything in relation thereto. (Proposed by the Parent Teachers Association.)

Voted: That the sum of \$525.00 be raised and appropriated for playground activities, managed under the direction of the Board of Selectmen.

Article 9. To see if the Town will vote to raise and appropriate the sum of Five Hundred (\$500.00) Dollars to be expended under the direction of the Board of Selectmen to pay the cost of supervision, maintenance, and to supply water in connection with the use of the Fay School Swimming Pool by the Inhabitants of the Town, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$500.00 be raised and appropriated to pay the cost of supervision, maintenance, and to supply water, in connection with the use of the Fay School Swimming Pool, by the Inhabitants of the Town, this amount to be expended under the direction of the Board of Selectmen.

Article 11. To see if the Town will accept a contribution from Saint Mark's School, if any, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

Voted: That the Town accept a contribution from Saint Mark's School, if any, and that the contribution shall be placed in the Town Treasury.

Article 12. To see if the Town will vote to transfer from any of its available funds a sum of money to be used for private tree work, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$400.00 now held under the account Tree Warden Private Work be used for private tree work.

Article 13. To see if the Town will vote to raise and appropriate the sum of Two Hundred Fifty (\$250.00) Dollars to defray expenses of the Memorial Day Exercises on May 30, 1955 under the auspices of the Bagley-Fay Post No. 161, American Legion, or do or act anything in relation thereto. (Proposed by the Bagley-Fay Post No. 161, Aemircan Legion.)

Voted: That the sum of \$250.00 be raised and appropriated to defray expenses of the Memorial Day exercises on May 30, 1955, under the auspices of the Bagley-Fay Post No. 161, American Legion.

Article 14. To see if the Town will vote to raise and appropriate the sum of Two Hundred Fifty (\$250.00) Dollars for the Memorial Day, May 30, 1955, observance exercises under the auspices of Choate Post 3276, Veterans of Foreign Wars, or do or act anything thereon. (Proposed by the Choate Post 3276, Veterans of Foreign Wars.)

Voted: That the sum of \$250.00 be raised and appropriated for the Memorial Day, May 30, 1955 observance exercises under the auspices of Choate Post 3276, Veterans of Foreign Wars.

Article 15: To see if the Town will vote to authorize the expenditure of the sum of Five Hundred (\$500.00) Dollars from the Cemetery Reserve Fund to be used for the purchase of Loam, and the payment of labor, and the maintenance of the Old Burying Ground, or do or act anything in relation thereto. (Proposed by the Board of Cemetery Commissioners.)

Voted: That the sum of \$500.00 be transferred from the Cemetery Reserve Fund for the purchase of loam, the payment of labor, and the maintenance of the Old Burying Ground.

Article 16. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of Forty Five Hundred (\$4,500.00) Dollars, or such other sums as the Town may vote, for the purchase of a power-propelled sidewalk snowplow and accessories and equipment in connection therewith, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That this Article be dismissed.

Article 17. To see if the Town will vote to raise and appropriate the sum of Fifteen Hundred (\$1,500.00) Dollars for repairs and equipment for the Fayville Village Hall, and the Fire Station at the rear thereof, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Fayville Hall Committee.)

Voted: That the sum of \$1,500.00 be raised and appropriated for repairs and equipment for the Fayville Village Hall.

Article 18. To see if the Town will vote to raise and appropriate the sum of Twenty Five Hundred (\$2,500.00) Dollars for the purpose of installing cement-post-cable fences on any of its Highways, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$2,500.00 be raised and appropriated for the purpose of installing cement-post-cable fences on any of its Highways.

Article 19. To see if the Town will vote to raise and appropriate the sum of \$7,050.00 or transfer from any unappropriated available funds in the Treasury for Chapter 81 Highways, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$7,050.00 be raised and appropriated for Chapter 81 Highways.

Article 20. To see if the Town will vote to transfer from unappropriated available funds in the Treasury, the sum of \$12,925.00 for Chapter 81 Highways or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$12,925.00 be transferred from Excess and Deficiency Account for Chapter 81 Highways to meet the State's share of the work, the reimbursement from the State to be restored upon their receipt to the Town Treasury.

Article 21. To see if the Town will vote to raise and appropriate the sum of Twenty-five Hundred (\$2,500.00) Dollars for Chapter 90 Construction or do or act anything in relation

thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$2,500.00 be raised and appropriated for Chapter 90 Construction.

Article 22. To see if the Town will vote to transfer from unappropriated available funds in the Treasury, the sum of Seventy Five Hundred (\$7,500.00) Dollars for Chapter 90 Construction, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$7,500.00 be transferred from Excess and Deficiency Account for Chapter 90 Construction to meet the State and County's share of the cost of the work, the reimbursement from State and County to be restored, upon their receipt, to the Town Treasury.

Article 23. To see if the Town will vote to raise and appropriate the sum of One Thousand (\$1,000.00) Dollars for Chapter 90 Maintenance, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$1,000.00 be raised and appropriated for Chapter 90 Maintenance.

Article 24. To see if the Town will vote to transfer from unappropriated available funds in the Treasury, the sum of Two Thousand (\$2,000.00) Dollars for Chapter 90 Maintenance, or do or act anything in relation thereto.

Voted: That the sum of \$2,000.00 be transferred from Excess and Deficiency Account for Chapter 90 Maintenance to meet the State and County's share of the cost of the work, the reimbursement from the State and County to be restored, upon their receipt to the Town Treasury.

Article 25. To see if the Town will vote to raise and appropriate the sum of Eleven Hundred and Fifty (\$1,150.00) Dollars to be used by the Moth Superintendent to suppress or eliminate Dutch Elm Disease, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$1,150.00 be raised and appropriated to be used by the Moth Superintendent to suppress or eliminate Dutch Elm Disease.

Article 25A: To see if the Town will vote to raise and appropriate the sum of \$762.60 to pay an assessment made by the Department of Natural Resources under Chapter 132, Section 16, of the General Laws, for the purpose of paying the cost of aerial spraying of serious infestation as designated by the Department of Natural Resources, and as determined under the authority of Chapter 148 and Chapter 475 of the Acts of 1954, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: To dismiss the Article.

At this time a motion was made to adjourn the meeting until April 4, 1955 at 7 o'clock, so that the previously scheduled Planning Board Hearing on the Proposed Zoning By-Law could be held.

A show of hands vote was taken on the motion and the vote resulted in a tie.

Moderator Edward V. Chaput then cast his vote in favor of the motion.

The meeting was adjourned at 8 o'clock until April 4, 1955 at 7 o'clock.

A true copy, Attest

AUSTIN E. KELLY,  
Town Clerk.

## ADJOURNED TOWN MEETING — APRIL 4, 1955

In the absence of the Moderator, Town Clerk Austin E. Kelly opened the meeting at 7:30 P. M. There was a quorum present. 157 Voters.

The meeting was opened to nominations for a Temporary Moderator: Mr. John Rabeni, Mr. James Higgiston and Mr. Alton Spurr were all nominated but declined to accept.

Mr. Harold Bauld then accepted the nomination and was elected.

Article 26. To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury, the sum of Forty-four Hundred (\$4,400.00) Dollars, or such other sum as the Town may vote, for the purchase of a new Highway Dump-truck, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$3,400.00 be transferred from the Road Machinery Fund for the purchase of a new Highway dump-truck.

Article 27. To see if the Town will vote to raise and appropriate or transfer from unappropriated available funds in the Treasury, the sum of Thirty-five Hundred (\$3,500.00) Dollars for Highway equipment and Maintenance, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Superintendent of Streets.)

Voted: That the sum of \$3,500.00 be transferred from the Road Machinery Fund to the Highway Equipment and Maintenance Account.

Article 30. To see if the Town will vote to raise and appropriate a sum of money for repairs to the Town Hall, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$2,940.00 be raised and appropriated for repairs to the Town Hall, this amount to be expended as follows:

Furnace alterations .....	\$1,800.00
Fix bulkhead .....	500.00
Second floor Hall ceiling patch up .....	100.00
Fire-proof Furnace Room .....	540.00

Article 31. To see if the Town will vote to raise and appropriate the sum of \$150.00 for the purpose of publishing the Town By-Laws and including therein such By-Laws as have been adopted since the last publication, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$150.00 be raised and appropriated for the purpose of publishing the Town By-Laws and including therein such By-Laws as have been adopted since the last publication.

Article 32. To see if the Town will vote to raise and appropriate a sum of money for the purpose of constructing drainage facilities from the skating rink and the area north and east thereof, said drainage facilities to run in a southerly direction on the easterly side of Cordaville Road across the westerly end of the Town's land known as Choate Memorial Field, to the land of the Trustees of Saint Mark's School, and to authorize the Selectmen to enter into such negotiations and contracts with said Trustees and the Commissions of the Metropolitan District Commission as may be necessary for such purpose, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That a committee of three, consisting of the present Chairman of the School Housing Committee, the present Town Counsel, and the present Chairman of the Board of Selectmen, be appointed as a committee of three to investigate and consider the best means of constructing drainage facilities adequate to service the area of the new school and skating rink on the easterly side of Cordaville Road and the other areas north and east thereof, and to report its findings and recommendations to a Special Town Meeting to be held no later than October 15, 1955: and that said Committee be further instructed to confer with the Trustees of Saint Mark's School, Metropolitan District Commission, and such others as they may deem necessary to determine what arrangements can be made for the disposition of water drainage from such areas.

Article 33. To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury, the sum of Four Hundred (\$400.00) Dollars for the purpose of exterminating Poison Ivy (Chapter 660 Acts of 1948) along public Highways, school and public playgrounds, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and Moth Superintendent.)



Voted: That the sum of \$400.00 be raised and appropriated for the purpose of exterminating Poison Ivy (Chapter 660 Acts of 1948) along Public Highways, schools and public playgrounds.

Article 34. To see if the Town will vote to raise and appropriate the sum of Five Hundred (\$500.00) Dollars to pay for the engineering services rendered and to be rendered by Whitman and Howard in connection with the water mains and Highways to be affected by the East West Turnpike Toll-road, or do or act anything in relation thereto. (Proposed by the Board of Water Commissioners and the Board of Selectmen.)

Voted: That the sum of \$500.00 be raised and appropriated to pay for the engineering services rendered and to be rendered, by Whitman and Howard in connection with water mains and Highways to be affected by the East West Turnpike Toll Road.

Article 35. To see if the Town will vote to raise and appropriate the sum of \$114.00 to pay the claim of the Town of Hubbardston for services rendered to the Town, in connection with the Tornado of June 9, 1953, as requested by the Town of Hubbardston, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$114.00 be raised and appropriated to pay the claim of the Town of Hubbardston for services rendered to the Town in connection with the Tornado of June 9, 1953, as requested by the Town of Hubbardston.

Article 36. To see if the Town will vote to raise and appropriate a sum of money to be used for the care and maintenance of Choate Field, so-called, and to authorize the Selectmen to take such action as may be necessary for the proper care of such field, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Motion: That the sum of \$600.00 be raised and appropriated to be used for the care and maintenance of Choate Field, so-called, and that the Selectmen be authorized to take such action as may be necessary for the proper care of such field.

It was then moved that the Motion be amended to read "That the care and maintenance of Choate Field, so-called, be under the jurisdiction of the School Committee and such funds as may be necessary for the proper care of said field be taken from the school budget account."

Unanimously Voted: In favor of the amendment to the Motion.

Article 37. To see if the Town will vote to transfer to Excess and Deficiency Account and Road Machinery Fund the unexpended balances of certain special appropriations as follows:

To Excess and Deficiency Accounts:

New Police Cruiser	\$245.75
Highway Cable Fences	18.70
Highway, Lyman St. Drainage	113.07
Highway Pick-up truck	30.00
R. R. Bridge repairs, White Bagley Road	157.70
Purchase of land for School	500.00
Memorial Day V. F. W.	31.55
Memorial Day, American Legion	31.56
	<hr/>
	\$1,128.33

To Road Machinery Fund:

New Highway Tractor	\$1,150.38
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or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$1,128.33 be transferred to the Excess and Deficiency Account and that the sum of \$1,150.38 be transferred to the Road Machinery Fund from the unexpended balances of certain special appropriations as follows:

To Excess and Deficiency:

New Police Cruiser	\$245.75
Highway Cable Fences	18.70
Highway, Lyman St. Drainage	113.07
Highway Pick-up truck	30.00
R. R. Bridge repairs, White Bagley Road	157.70
Purchase of land for School	500.00
Memorial Day V. F. W.	31.55
Memorial Day American Legion	31.56
	<hr/>
	\$1,128.33

To Road Machinery Fund:

New Highway Tractor	\$1,150.38
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Article 38. To see if the Town will vote to accept from Albert Phillippo a certain parcel of land lying southwesterly of the southwesterly end of Learned Street in Fayville containing approximately 3,400 square feet and running 102 feet southwesterly from the land of Carl Hemple and more particularly described in a deed from Albert Phillippo to the Town of Southborough, now on file in the office of the Town Clerk, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That this Article be dismissed.

Article 39. To see if the Town will vote to accept from Carl Hemple a certain parcel of land lying southwesterly of the southeasterly end of Learned Street in Fayville, containing approximately 6,874 square feet and running about 206 feet in a southeasterly direction, and more particularly described in a deed from said Hemple to the Town of Southborough, which deed is now on file in the office of the Town Clerk, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That this Article be dismissed.

Article 40. To see if the Town will vote to accept a new street in Fayville as laid out by the Selectmen and in accordance with the plan and layout now on file in the Town Clerk's office, which proposed new street runs approximately 309 feet in a southeasterly direction from the southeasterly end of Learned Street, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That this Article be dismissed.

Article 41. To see if the Town will vote to raise and appropriate or transfer from any of its available funds in the Treasury, a sum of money for the purpose of extending the water main in Learned Street in a southeasterly direction for a distance of approximately 309 feet, said extension to be paid for at the Annual rate of (5%) of the cost of construction for Twenty (20) years and in such other manner and on such other terms and agreements as the Town may vote, or as the Board of Water Commissioners may impose, or do or act anything in relation thereto. (Proposed by Albert Phillippo.)

Voted: That this Article be dismissed.

At this time a substitute motion was presented to delay action on Article 41A until after Article 53.

A show of hands vote was taken on the substitute motion.

Results of the vote: In favor — 36, Against — 18. Submotion carried.

See Page 8 for vote on Article 41A.

Article 42. To see if the Town will vote to sell to Louis Bouchard an interest in a certain parcel of land near the water tank on the easterly side of Oak Hill Road in Fayville, in order that said Louis Bouchard may have access to a tract of land lying easterly of the Water Tank, and determine what interest, if any, in said land it will convey, or do or act anything in relation thereto. (Proposed by Louis Bouchard.)

Voted: That a committee consisting of the present Chairman of the Board of Selectmen, the present Chairman of the Board of Water Commissioners, and the present Town Counsel, be appointed as a committee of three, to confer with Louis Bouchard and to determine exactly what action should be taken to give said Bouchard access to the tract of land lying east of the standpipe in Fayville, and that said Committee, upon determination of the facts, be authorized to convey on behalf of the Town to said Bouchard such interest in so much of the land owned by the Town as said committee may determine, provided that such interest shall be no greater than an easement, and provided further that no easement be granted which will in any way interfere with the use and enjoyment by the Town of any part of said land which it now owns or has an interest in, and that the committee be further authorized on behalf of the Town to execute such instruments as may be required for said purpose and to affix thereto, if necessary, the seal of the Town.

Article 43. To see if the Town will vote to purchase from the Commonwealth of Massachusetts, through its Metropolitan District Commission, a certain parcel of land on the westerly side of Cordaville Road south of the present Cemetery, and appropriate money therefor and authorize the Board of Cemetery Commissioners to take whatever action may be necessary to acquire said land, or do or act anything in relation thereto.

Voted: That the sum of \$200.00 be transferred from the Cemetery Reserve Fund for the purpose of purchasing from the Commonwealth of Massachusetts acting by and through

its Metropolitan District Commission a certain parcel of land situated on the westerly side of Cordaville Road southerly of and adjoining the present Town Cemetery and that the Board of Cemetery Commissioners be authorized to negotiate with the Commonwealth for the purchase of said land and to enter into such contracts or agreements on behalf of the Town as may be necessary therefor, and to execute on behalf of the Town such instruments as may be required.

Article 44. To see if the Town will vote to amend Article II Section 15 of its By-Laws so that it will read "The presence of 150 voters at a Town meeting for the transaction of business shall constitute a quorum, and no Article shall be acted upon unless a quorum is present."

A standing vote was taken on Article 44.

Results of that vote: In favor — 63. Not in favor — 49.

Article 45. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of Nineteen Hundred (\$1,900.00) Dollars to extend the water main in Middle Road, northerly from the end of the present main therein for a distance of approximately 450 feet; said extension to be paid for at an annual rate of Five (5%) per cent of the cost of construction for Twenty (20) years and in such other manner and on such other terms and agreements as the Town may impose by its vote, or as may be imposed by the Board of Water Commissioners, or do or act anything in relation thereto. (Proposed by Donald C. White and Eighteen Others.)

Voted: That the sum of \$1,900.00 be raised and appropriated to extend the water main as provided in the words of the Article.

Article 46. To see if the Town will vote to convey to Alton B. and Marjorie N. Spurr an easement and right of way or other interest over a strip of land running southerly from Main Street to the new elementary school, said grant to be conditional upon the conveyance by said Alton B. and Marjorie N. Spurr to the Town of a parcel of land .91 acres in area and authorize the Board of Selectmen to make such conveyance and such agreements as may be necessary in connection therewith, or do or act anything in relation thereto. (Proposed by the School Housing Committee.)

Voted: That the Town convey to Alton B. and Marjorie N. Spurr, an easement and right of way over a strip of land ten (10) feet in width and lying on the westerly bound of the extreme northerly part of the land recently acquired from Mary M. Bates, said strip to run southerly for a distance of 191.69 feet more or less, said easement to be for the purpose of passage on foot or vehicle to the southerly boundary of other land owned by said Spurrs, exclusive of the parcel of land containing .91 acres of land to be conveyed by said Spurrs to the Town, and that the Board of Selectmen be authorized to make such conveyance upon such terms and conditions as they may deem advisable and that they be further authorized to execute on behalf of the Town such instruments as may be necessary.

Article 47. To see if the Town will vote to extend the water main now in Woodland Road approximately 600 feet south-westerly from the junction of Woodland Road and Richards Road to Woodbury Road and southerly on Woodbury Road for a distance of approximately 1,355 feet, and to raise and appropriate or transfer from any of its available funds, a sum of money therefor, said extension to be paid for at the annual rate of five (5%) per cent of the cost of construction for Twenty (20) years and in such other manner and on such other terms and agreements as the Town may vote, or as the Board of Water Commissioners may impose, or do or act anything in relation thereto. (Proposed by Norman L. McDonald, and four others.)

Voted: That this Article be dismissed.

Article 48. To see if the Town will vote to rescind or reconsider the vote taken under Article 4 of the Warrant for the Special Town Meeting of October 11, 1954 under which \$400.00 was appropriated to be expended for improving the drainage on the land of the Misses Neary provided certain conditions in connection therewith were met, or do or act anything in relation thereto. (Proposed by Margaret Neary et ali.)

Voted: That the action taken under Article 4 of the Warrant for the Special Town Meeting of October 11, 1954 be and hereby is rescinded. This vote was unanimous.

Article 49. To see if the Town will vote to raise and appropriate or transfer from any of its available funds a sum of money for the purpose of improving drainage facilities on the

land of the Misses Neary on the westerly side of Cordaville Road north and west of the new Cemetery, or do or act anything in relation thereto. (Proposed by Margaret Neary et ali.)

Motion: That a committee of Three (3) consisting of the present chairman of the School Housing Committee, the present Chairman of the Board of Selectmen, and the present Town Counsel be appointed as a committee of three (3) to investigate and consider the best means for constructing drainage facilities adequate to drain the land of the Misses Neary, lying on the westerly side of Cordaville Road and the said committee be instructed to report its findings and recommendations at a Special Town Meeting to be held not later than October 15, 1955 and that said committee be further instructed to confer with the Trustees of Saint Mark's School, Metropolitan District Commission, and such others as they deem necessary, to determine what arrangements can be made for disposing of water drained from such areas.

Amendment was offered so that the Motion would continue to read "and further that the sum of \$400.00 be transferred from the Excess and Deficiency Account for the purpose of improving drainage facilities on the land of the Misses Neary on the westerly side of Cordaville Road north and west of the new Cemetery, said work to be done under the jurisdiction of the Board of Selectmen, and subject to such agreements as the Selectmen may require."

Voted: To accept the Amendment.

Unanimously Voted: To accept the original motion with the amendment.

Article 50. To see if the Town will vote to transfer the unexpended balance of \$230.54 remaining from the appropriation previously made to extend the water main on Break Neck Hill Road as voted under Article 17 of the Special Town Meeting of June 11, and to appropriate the same for the completion of the water main in Southville Road as voted under Article 38 of the Town Meeting of March 9, 1952, or do or act anything in relation thereto. (Proposed by the Board of Water Commissioners.)

Voted: That the sum of Two hundred thirty and fifty-four cents (\$230.54) the remaining unexpended balance of an appropriation made under Article 17 of the Special Town Meeting

of June 11, 1951 be transferred and appropriated to complete the construction of the water main in Southville Road as voted under Article 38 of the Warrant for the Special Town Meeting of March 9, 1952.

Article 51. To see if the Town will vote to construct a loop water main in the Southville area and for such purpose to transfer from the appropriation made to extend the water main on Parkerville Road northerly from the Turnpike Road the unexpended balance of \$2,700.00, the unexpended balance of \$285.76 remaining from the appropriation made to extend the water main in Walnut Drive; the unexpended balance of \$21.21 remaining from the appropriation made to extend the water main in Prentiss Street; the unexpended balance of \$58.98 remaining from the appropriation made to extend the water main in Marlborough Road; the unexpended balance of \$923.99 remaining from the appropriation made to extend the water main in Willow Street; and \$13,599.89 now carried in the Town Accounts as "Water Department Surplus," or do or act anything in relation thereto. (Proposed by the Board of Water Commissioners.)

Voted: That the following funds be transferred from their respective accounts and appropriated for the purpose of constructing a water main on Parkerville Road northerly of Route 9 to the northerly end of the water main now on the southerly side of Route 9 for the purpose of constructing a loop so-called.

The unexpended balance of \$2,700.00 appropriated to extend the water main in Parkerville Road northerly from the Turnpike Road.

The unexpended balance of \$258.76 remaining from the appropriation made to extend the water main in Walnut Drive.

The unexpended balance of \$21.21 remaining from the appropriation made to extend the water main in Prentiss Street.

The unexpended balance of \$58.98 remaining from the appropriation made to extend the water main in Marlborough Road.

The unexpended balance of \$923.99 remaining from the appropriation made to extend the water main in Willow Street.

The sum of \$13,599.89 now carried in the Town Accounts as "Water Department Surplus."

Article 52. To see if the Town will vote to raise and appropriate a sum of money for the purpose of extending the water



main northerly from the terminus of the main by the property of Dwight Priest to Main St., and westerly on Main St. to Ward Road and northerly on Ward Road to Northborough Road, said extension to be paid for at an annual rate of five (5%) per cent of the cost of construction for twenty (20) years, and in such other manner and on such other terms and agreements as the Town may impose by its vote or as may be imposed by the Board of Water Commissioners, or do or act anything in relation thereto. (Proposed by Esther V. Bushman and 18 others.)

Voted: That this Article be dismissed.

Article 53. To see if the Town will vote to authorize its Board of Selectmen to enter into a contract or contracts for the disposal of its garbage, refuse and offal for a period not exceeding five (5) years and establish terms and conditions of said contract and appropriate money therefor, or do or act anything in relation thereto. (Proposed by the Board of Health.)

Voted: That the present Board of Health be authorized, on behalf of the Town, to enter into such contracts or contract as they deem advisable for the disposal of garbage, refuse and offal provided that the term of the contract shall not exceed five (5) years.

Article 41A. To see if the Town will vote to authorize the Selectmen to enter into such contracts, leases and agreements as may be necessary for the maintenance of a Town Dump situated on Parkerville Road and to appropriate money therefor, and take any other action in connection with the Town Dump, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Article 6. To see if the Town will authorize the Board of Assessors to use free cash in the Town Treasury, and if so, what sum, for the purpose of reducing the amount to be raised and assessed as taxes in 1955, or pass any vote relative thereto.

Voted: That no money be taken from Free cash in the Town Treasury, for the purpose of reducing the amount to be raised and assessed in 1955.

The Meeting was adjourned at 11:00 P. M.

A true copy, Attest:

AUSTIN E. KELLY,  
Town Clerk.

Vote on Article 41A: That the sum of \$1,960.00 be raised and appropriated for the rental, care or maintenance of a Town Dump and that the Selectmen be authorized to enter into such contracts, agreements or leases for a period not exceeding one year and provided further that a sum not exceeding \$1,350.00 of the amount appropriated hereunder be paid for such interest to December 31, 1955.

### SPECIAL TOWN MEETING — MAY 9, 1955

At a Special Town Meeting duly called and held in the Southborough Town Hall, at which a quorum was present and acting, the following Articles were voted upon in legal manner:

Checkers — Mrs. John Maley, Mrs. Fred Quinn. There were 276 voters present.

Moderator Edward V. Chaput called the meeting to order at 7:53 P. M.

Voted: To dispense with reading all Articles.

Article 1. To see if the Town will vote to raise and appropriate or transfer from any of its available funds a sum of money to be used for the purpose of making a survey of the pay scale and rate of compensation for all Town employees or appointees, for the purpose of determining the proper rate of compensation of such employees and appointees, and to authorize the Board of Selectmen or such committee as the meeting may choose to employ such person, firm or corporation as the Selectmen or such committee may deem advisable, and to authorize the Selectmen or such committee to enter into such contracts or agreements as may be necessary for such purpose, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of Two Thousand Five Hundred (\$2,500.00) Dollars be transferred from Excess and Deficiency and that the same be appropriated for the purpose of making a survey of the pay scale and rate of compensation of all Town employees and appointees and such other matters as may be in the public interest in relation thereto, to the end that all such employees and appointees may be properly compensated for such services as they may perform for the Town; and that the Board of Selectmen be authorized to enter into such con-

tracts or agreements as they may deem necessary to accomplish such purpose; and that the Board of Selectmen report the results of such survey, together with their recommendations at the next Town Meeting.

Article 2. To see if the Town will vote to raise and appropriate, or transfer from any of its available funds a sum of Nineteen Hundred Fifty (\$1,950.00) Dollars to be used for the purpose of erecting a suitable and adequate fire escape or other means of egress, from the upper floor of the Town Hall as required by the Massachusetts Department of Public Safety, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That a committee namely Joseph F. Cummings, Sr., William N. Davis, Sr., Alfred W. Howes, John Hill, and Walter B. Brewer be requested to make a survey of the needs of the Town Hall from the standpoint of the Massachusetts Department of Public Safety, this survey to include a study on the future use of the Town Hall after the new School Auditorium is opened, their reports and findings to be presented to the Town at the next Town Meeting.

Article 3. To see if the Town will vote to raise and appropriate or transfer from any of its available funds the sum of Seventeen Hundred (\$1,700.00) Dollars for repairs of the Bridge on Northboro Road, over the right-of-way of the New York, New Haven, and Hartford Railroad Company, such repairs to be made in accordance with the provisions of any existing agreements with said Railroad Company, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$1,700.00 be transferred from Excess and Deficiency and that the same be appropriated for the purpose of repairing the bridge over the right-of-way of the New York, New Haven and Hartford Railroad on Northboro Road and that the Board of Selectmen be authorized to enter into such agreements or contracts as they may deem advisable for said purpose.

Article 4. To see if the Town will vote to accept the provisions of Chapter 297 of the Acts of 1954 as amended by Chapter 102 of the Acts of 1955, and to accept the provisions of Chapter 511 of the Acts of 1954, said acts relating to the establishment of a development and industrial commission for the promotion and development of the industrial resources

of the Town, or do or act anything in relation thereto. ( Proposed by the Board of Selectmen.)

Voted: That the provisions of Chapter 297 of the Acts of 1954 as amended by Chapter 102 of the Acts of 1955 or as more recently amended be accepted and that the Selectmen appoint a commission of five to serve as a Development and Industrial Commission until the next Annual Town Meeting.

Article 5. To see if the Town will vote to raise and appropriate or transfer from any of its available funds a sum of money to be used for the purpose of establishing a development and industrial commission for the promotion and development of the industrial resources of the Town, or do or act anything in relation thereto. (Proposed by the Board of Selectmen.)

Voted: That the sum of \$100.00 be transferred from Excess and Deficiency and that the same be appropriated for the use of the Industrial and Development Commission in conducting researches into industrial conditions.

Article 6. To see if the Town will vote to adopt, reject or amend and adopt the following By-Law as proposed by the Planning Board:

**SECTION I. Purpose:** For the purpose of promoting the health, safety, convenience, morals and welfare of its Inhabitants, the Town of Southborough is hereby divided into districts in which the use, occupancy, and construction of buildings, structures, premises and land is restricted and regulated as hereinafter provided in accordance with the provisions of Chapter 40A of the General Laws and amendments thereto.

**SECTION II. Definitions:** In this by-law certain terms are defined as follows:

1. **Family:** Any number of persons living together as a single housekeeping unit.
2. **One-family house:** A detached dwelling intended and designed to be occupied by a single family.
3. **Dwelling:** Any structure or building used in whole or in part for human habitation.
4. **Lot:** A single tract of land held in identical ownership throughout and defined by metes and bounds, or lot lines in a deed or conveyance or shown on a duly-recorded plan.

5. **Structure:** A combination of materials assembled at a fixed location to give support or shelter or for other purposes including buildings, frameworks, platforms, sheds and the like.
6. **Street:** Any public way laid out for vehicular traffic or any private way laid out for or used as a public way for such traffic.
7. **Nonconforming Use:** A legally existing use which does not conform to the zoning regulations for the district in which it is located.
8. **Accessory Use or Building:** The use of land or a building customarily incident to and located on the same lot with the principal use of land or a building.
9. **Trailer:** A vehicle used for living or sleeping purposes and standing on wheels or on rigid supports.
10. **Junk Yard:** Land or structure used primarily for the collecting, storage and sale of waste paper, rags, scrap metal or discarded material, or for collecting, dismantling, storage and salvaging of machinery or vehicles and for the sale of parts thereof.
11. **Farm:** Any parcel of land which is used in the raising of agricultural products, livestock, poultry and dairy products. It includes necessary farm structures. It excludes the raising of fur-bearing animals, piggeries, riding stables and dog kennels.
12. **Dog Kennel:** The keeping of more than 3 dogs that are more than 6 months old, for sale or boarding purposes.
13. **Piggery:** The keeping of 5 or more pigs over one year old.
14. **Fur Farm:** The keeping of carnivorous fur-bearing animals for commercial purposes.

### SECTION III. Zoning Districts:

1. **Establishment of Districts:** For the purpose of this by-law, the Town of Southborough is hereby divided into five classes of districts.

Residence A. Districts  
Residence B Districts

Residence C Districts  
Business Districts  
Industrial Districts

2. **Location of Districts:** Said districts are established as shown, defined and bounded on the map which accompanies this by-law, entitled "Zoning Map of the Town of Southborough, Mass." dated May 9, 1955, signed by the Planning Board and filed with the Town Clerk. Said map and all explanatory matter thereon are hereby made a part of this by-law.

3. **Interpretation of District Boundaries:**

- (a) Where a right of way, street, railroad or water course is shown on the map as a district boundary, the center line thereof shall be the boundary line.
- (b) Where a district boundary is shown approximately parallel to a street it shall be deemed parallel to the exterior street line and at such distance therefrom as indicated on the zoning map.
- (c) Where district boundary lines specifically follow property lines as indicated by the letter "P" on the zoning map, the location of said lines shall be deemed to be established in accordance with those property lines as they existed at the time said boundary lines were adopted.
- (d) Where a district boundary line divides a lot, the regulations relating to the less restricted portion of such lot may extend not more than thirty (30) feet into the more restricted portion, provided the lot has frontage in the less restricted district.

**SECT. IV. Use Regulations:** No structure or land shall hereafter be used or occupied and no structure shall hereafter be erected, maintained or altered unless in conformity with the regulations for the district in which it is located except as hereinafter provided.

1. **Residence A, B, and C Districts:** In Residence A, B, and C Districts the following uses are permitted:

- (a) Detached one-family dwelling

- (b) Church, rectory, parish house or structure for religious use
- (c) Non-profit school or college
- (d) Non-profit library, museum or art gallery
- (e) Non-profit building or park; structure or area dedicated to municipal or governmental use or service.
- (f) Farm, orchard, greenhouse, nursery, truck garden or roadside stand for sale of agricultural or horticultural products the major portion of which shall have been raised within the Town. Two signs with a total area of not over twelve square feet may be displayed.
- (g) The use by a person resident on the premises of a room or rooms in a dwelling or accessory building for a customary home occupation and retail sales of the products of such home occupations only; provided that not more than 2 persons not regularly resident on the property are employed therein, at any one time. One sign not over four square feet in area may be displayed.
- (h) Office or studio maintained by a person resident on the premises provided that not more than two persons not regularly resident on the premises are employed therein at any one time. One sign not over four square feet in area may be displayed.
- (i) Renting of rooms or furnishing of board for not more than four persons in a dwelling regularly occupied for residential purposes. One sign not over four square feet in area may be displayed.
- (j) Unlighted signs pertaining to lease or sale of property when displayed on subject property and not exceeding a total area of twelve square feet.
- (k) Uses accessory to those herein above permitted provided they are customarily incidental to the principal use in the Town of Southborough or adjoining towns, and not detrimental to a residential neighborhood.

2. **Residence A, B, and C Districts:** In Residence A, B, and C Districts the following uses are permitted if deter-

mined by the Board of Appeals to be neither detrimental nor offensive to the neighborhood.

- (a) Golf course, boat livery, riding stable, cemetery, ski tow or children's camp.
- (b) Hospital, nursing home, home for the aged, private school or kindergarten.
- (c) Dog kennel or veterinary hospital.
- (d) Use of land or structure by a public utility.
- (e) Private club not conducted for profit.
- (f) Private garage for storage of more than three motor vehicles or more than one truck.
- (g) Conversion of a one-family dwelling existing at the time of the adoption of this by-law, into a two-family dwelling provided the lot is at least 15,000 sq. ft. in area.
- (h) Automotive-type trailer used as living or business quarters in excess of thirty (30) days.

**3. Business Districts:** In Business Districts the following uses are permitted:

- (a) Any use permitted in Resident Districts and subject to the same restrictions as are prescribed therein except as provided in Sect. VI.
- (b) Office, bank, newspaper or job printing establishment.
- (c) Hotel or restaurant.
- (d) Retail business or service, except those listed under sub-section 4 below, not involving manufacturing on the premises except of products the major portion of which are to be sold at retail by the manufacturer to the consumer and provided that not more than four employees shall be engaged in such manufacturing.
- (e) Sign, not exceeding 50 square feet, advertising goods or services offered on the premises.

**4. Business Districts:** In Business Districts the following uses are permitted if determined by the Board of Ap-



peals to be neither detrimental nor offensive to the neighborhood.

- (a) Automotive service or gasoline station, repair or storage garage or salesroom.
- (b) Place of amusement or assembly.
- (c) Sale or storage of fuel or lumber or yard for storage of materials or equipment by a contractor.

**5. Industrial Districts:** In Industrial Districts the following uses are permitted:

- (a) Any use permitted in Residence and Business Districts including as a right those listed in Sect. IV, 2 (a) through (g) and Sect. IV, 4 except as provided in Sect. VI.
- (b) Any lawful industrial, manufacturing, warehousing, service or utility business not in conflict with public health, safety, convenience or welfare or substantially detrimental or offensive to adjacent districts or destructive of property values when permitted by the Board of Appeals.
- (c) Not more than two signs other than those attached to the building shall be displayed.

**6. Prohibited Uses — All Districts**

- (a) Trailer camps.
- (b) Commercial race tracks or uses accessory thereto.
- (c) Junk yards.
- (d) Piggeries or fur farms.

**SECT. V. Provision of Parking:** Suitable off-street parking facilities shall be provided on the premises in accordance with the following schedule for each building which, after the date of this by-law is erected, altered or enlarged for any of the following purposes. Under this by-law an off-street parking space shall be at least 200 square feet in area.

- 1. Dwellings — One parking space for each family.
- 2. Boarding houses or dwellings partially devoted to rental of rooms — one space for each guest sleeping room.

3. Stores or other places conducting retail business — one space for each 100 square feet of floor area plus one space for each 5 employees.
4. Offices and banks — one space for each 300 square feet of floor area plus one space for each 5 employees.
5. Theaters and Places of assembly — one space for each 5 seats.
6. Hotels — one space for each 2 guest sleeping rooms plus one space for each 5 employees.
7. Industries — one space for each 5 employees.
8. Restaurants and other places serving food or beverages — one space for each 5 seats plus one space for each 5 employees. Drive-in establishments shall provide one space for each 50 square feet of floor area plus one space for each 5 employees.
9. Accessory home occupation, office or roadside stand — one space for each non-resident employee plus adequate off-street parking space for clients or customers.
10. Gasoline station, repair or storage garage or automobile salesroom — adequate off-street parking spaces for customers.
11. Hotels, restaurants and business or industrial establishments shall provide adequate space for loading and unloading all vehicles used incidental to their operation in addition to those facilities required for customer or employee parking.
12. Where the space required above cannot be reasonably provided on the same lot with the principal use, or might be better provided elsewhere, the Board of Appeals may permit the use of other property for off-street parking.

**SECT. VI. Lot, Yard, Height and Coverage Regulations:** In each district no land shall hereafter be used or occupied and no structure shall hereafter be erected, altered, moved, used or occupied unless it complies with the provisions of the Zoning By-Law set forth in the accompanying Table of Regulations except as noted in Sect. VII.

**SECT. VII. Nonconforming Uses:** The lawful use of any structure or land existing at the time of the enactment or

subsequent amendment of this by-law may be continued although such structure or use does not conform with the provisions of the by-law.

1. **Alterations:** A nonconforming use may not be altered or reconstructed if the cost of such alterations exceeds 50% of the assessed valuation of the structure at the time of the change.
2. **Extension:** No increase in the extent of the nonconforming use of a structure or lot may be made.
3. **Restoration:** No structure damaged by fire or other causes to the extent of more than 75% of its assessed valuation shall be repaired or rebuilt except in conformity with this by-law.
4. **Abandonment:** A nonconforming use which has been discontinued for a period of more than one year shall not be reestablished and any future use shall conform with this by-law.
5. **Changes:** Once changed to a conforming use no structure or land shall be permitted to revert to a non-conforming use.

#### **SECT. VIII. Administration**

1. **Enforcement:** This by-law shall be enforced by the Board of Selectmen as provided in Sect. 12 of Chapter 40A of the General Laws. Henceforth, no land or structure shall be changed in use and no structure shall be erected, altered or moved until the Board of Selectmen shall have issued a **Zoning Permit** certifying that the plans and intended use of land, buildings and structures are in conformity with this by-law.
2. **Board of Appeals:** There shall be a Board of Appeals of five members and two associate members as provided in Chapter 40A of the General Laws, as amended, which shall act on all matters within its jurisdiction under this by-law in the manner prescribed in Chapter 40A of the General Laws and as indicated below. The members shall be appointed by the Board of Selectmen for a term of five years provided that only one term shall expire each year. Associate members may be designated to act when necessary by the Chairman of the Board of Appeals. Where a permit or authorization by the Board of Appeals

is required under this by-law the Board of Selectmen shall withhold the Zoning Permit until written approval of the Board of Appeals is received. The Board of Appeals shall hold public hearings as may be necessary to carry out the purposes of this by-law as provided in Sect. 17 of Chapter 40A of the General Laws.

- (a) Any person aggrieved by the refusal of the Board of Selectmen to issue a Zoning Permit under the provision of this by-law, may appeal in writing to the Board of Appeals.
- (b) The Board of Appeals shall hear and decide requests for special permits as provided in sections of this by-law.
- (c) The Board of Appeals shall hear and decide requests for variance from the terms of this by-law where literal enforcement would involve substantial hardship because of conditions unique to the building or land in question.
- (d) The Board of Appeals shall give due consideration to promoting the public health, safety, convenience and welfare, conserving property values and encouraging the most appropriate use of land and may impose appropriate restrictions where necessary to carry out the intent and purpose of the Zoning By-Law.

3. **Amendments:** This Zoning By-Law or any part thereof may be amended or repealed as provided by law at a town meeting duly called.

4. **Validity:** The invalidity of any section or provision of this by-law shall not invalidate any other section or provision thereof.

5. **Effective Date:** This Zoning By-Law shall take effect as provided by law,

or do or act anything in relation thereto. (Proposed by the Planning Board.)

# SECTION VI. Table of Regulations Lot, Yard Height and Coverage

District	Minimum Lot Dimensions		Minimum Yard Dimensions			Maximum Height of Buildings		Maximum % Coverage including accessory bldgs.
	Area in Sq. Ft.	Width in Ft.	Front in Ft.	Rear in Ft. (c)	Side in Ft. (c)	No. of Stories (a)	Feet	
Residence A	43,560	150	35	50, (b)	25, (b)	2½	35	25
Residence B	25,000	125	30	35, (b)	15, (b)	2½	35	25
Residence C	15,000	100	25	30, (b)	25, (b)	2½	35	30
Business	(d)	(d)	25	30, (e)	(f)	2½	35	60
Industrial	(d)	(d)	25	30, (e)	15, (f)	3	45	50

- 71 (a) Height limitations shall not apply to chimneys, towers, ventilators, skylights, tanks and silos provided such structures are not used for living purposes.
- (b) Detached one-story accessory buildings and garages, when located in rear yards shall be placed at least 10 feet from the rear and side lot lines except as provided in (c).
- (c) When side yard or rear yard borders on a street the minimum distance between the street and any type of building shall be as follows: Residence A Districts — 35 feet; Residence B — 30 feet; Residence C — 25 feet; Business Districts — 25 feet; Industrial Districts — 25 feet.
- (d) All regulations as to required lot area, yards, maximum height and coverage which are prescribed for Residence B Districts shall apply to all dwellings hereafter erected in any Business or Industrial District.
- (e) 50 feet when adjacent to a Residence District.
- (f) 25 feet when adjacent to a Residence District.

Motion by Frank Millea: Moved that the protective Zoning By-Law proposed by the Planning Board be adopted.

I offer this motion for the purpose of opening the matter for debate. It is not my intention to attempt to limit any amendments which anyone cares to make in the proposed zoning by-law. I assume the matter will be taken up section by section, discussed and adopted and probably amended in places. Under the Statutes this meeting may vote to adopt the zoning by-law exactly as it is, or it may vote to completely reject zoning by-laws of any kind, or it may decide that there should be zoning by-laws in town but that they should not be adopted exactly as proposed. In that case we can vote to change any part or section of the proposed by-laws and when the meeting decides how the sections should read, then it can vote either to accept them as amended or to reject them entirely.

It was voted to permit the following persons to enter the Hall and to speak: Mr. Levine, Mr. Bacon, Mr. Lee and Mr. Kilmaine.

Of the many amendments presented to the Town for approval only the following were approved and placed in the By-Law.

Except that area of land bounded on the west by Westborough-Southborough Town line, on the south by the northerly line of the right-of-way formerly of Boston Worcester Street Railway Company, on the east by Parkerville Road and on the north by the area zoned for Business on the southerly side of Turnpike Road be a Residence A District; That the area between Richards Road and Oregon Road bounded on the west by a line parallel with and 600 feet from the easterly line of Woodland Road be Residence C District; that the land bounded on the south by the Business zone on the northerly side of Turnpike Road on the east by Middle Road and on the west by Parkerville Road and extending northerly 1,150 feet be a Residence B District; that the land bounded on the north by Gilmore Road on the south by the northerly line of the taking for the east-west Toll Road be in a Residence C District; that the land bounded on the south by Turnpike Road on the west by Middle Road and on the east by Cordaville Road and on the north by a line 200 feet from and parallel with the northerly line of Turnpike Road be a Business District; that the land bounded on the south by Turnpike Road on the east

by Southborough-Framingham Town Line on the north by the Right-of-way New York, New Haven and Hartford Railway Company and on the west by Willow Street be a Business District; that the land bounded on the south by Turnpike Road and on the east by Willow Street on the north by the right-of-way of the New York, New Haven and Hartford Railroad Company and on the west by a line perpendicular to the northerly side of Turnpike Road and 600 feet from Willow Street be in a Business District; that the land on the westerly side of Marlborough Road from the land of Trustees of St. Mark's School northerly to right-of-way N. Y., N. H. and H. Railway Company and land of Reynard and bounded on the west by land believed to be of Helen S. Bradley be zoned as Residence C. District.

Motion: That the Zoning By-Laws as proposed by the Planning Board with the exception of Sub-Division 2 of Section 3 which has been amended to read, by inserting the above paragraph before the last sentence.

A show of hands vote was taken on this motion. Results of that vote.

In Favor — 150, Not in Favor — 15. Motion carried.

Article 7. To see if the Town will vote to rescind or reconsider the vote taken under Article 44 of the Warrant for the Annual Town Meeting of March 14, 1955 amending Article 2 Section 15 of the Town By-Laws, or do or act anything in relation thereto. (Proposed by the Town Counsel.)

Voted: To dismiss Article 7.

Article 8. To see if the Town will vote to amend Article 2 Section 15 of its By-Laws, so as to read "the presence of seventy-five (75) voters at any meeting for the transaction of business shall constitute a quorum, but any business may be transacted at any meeting, unless the presence of a quorum is questioned by not less than ten (10) voters present at said Town Meeting. If the presence of a quorum at any meeting shall be so questioned no further business shall be transacted until the Town Clerk shall have made a count of those present and shall have determined that a quorum is present. The presence of a quorum shall not be required to adjourn any meeting" or take any other action to amend Article 2 Section 15 of its By-Laws, or do or act anything in relation thereto. (Proposed by the Town Counsel.)

Voted: To dismiss Article 8.

Article 9. To see if the Town will vote to accept the provisions of Chapter 40, Section 42a to 42f inclusive, of the General Laws, as most recently amended, relating to the collection of water rates, or do or act anything in relation thereto. (Proposed by the Town Counsel.)

Voted: That the provisions of Chapter 40, Section 42a to 42f inclusive of the General Laws as most recently amended, be adopted.

The meeting adjourned at 11:45 P. M.

A true copy; Attest:

AUSTIN E. KELLY,  
Town Clerk.

By Warrant dated October 13, 1955, a Special Town Meeting was called to be held on Monday evening, October 24, 1955, at 7:30 P. M., to act upon seventeen (17) articles. Upon failure of a quorum, the meeting was adjourned.



## STATISTICS FOR 1955

Births recorded Males	44
Births recorded Females	36
Deaths recorded Males	14
Deaths recorded Females	9
Marriages recorded	34
Marriage Intentions filed	34
Dogs licensed, Males and Sp. females (\$2.00)	314
Dogs licensed, females (\$5.00)	41
Kennel Licenses (\$10.00)	13
Kennel Licenses (\$25.00)	2
Kennel Licenses (\$50.00)	1
Paid Town Treasurer	\$988.80
Fees	\$74.20
Sporting Licenses issued	189
Paid Conservation Department	\$630.50
Fees	\$47.00
Birth Corrections	5
Vital Statistics	144

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## IMPORTANT REQUEST

Please notify the Town Clerk immediately of any error or omission in the following list of Births, Deaths, and Marriages.

Errors not reported at once can be corrected only by sworn affidavit, as prescribed by the General Laws, and may cause you inconvenience which can be avoided by prompt attention.

# BIRTHS RECORDED IN 1955

DATE	NAME OF CHILD	PARENTS	PLACE OF BIRTH
JANUARY			
6	Kevin Brock	Edward F. and Beatrice (Barlow) Brock	Framingham
10	Philip Edward Morrow, Jr.	Phillip E. and Evelyn (Rosso) Morrow	Framingham
13	Wayne Robert Baldelli	Fernando A. and Irene (Bertonassi) Baldelli	Marlborough
15	Keith Thomas Littlefield	Arthur and Evelyn (McCarthy) Littlefield	Framingham
17	John Carl Capobianco	Chester A. and Joan (Silva) Capobianco	Framingham
21	Randall Elwyn May	Norman C. and Ruby (McAll) May	Framingham
27	Raymond Eugene Shimkus	Theodore J. and Louise (Nelson) Shimkus	Framingham
FEBRUARY			
8	Scott Matthew MacArthur	Roger M. and Carol (Wentworth) MacArthur	Framingham
8	Jay Alan Foss	Elliot L. and Gladys (Brockhouse) Foss	Marlborough
10	Jeffrey Edmund Flynn	Edmund J. and Barbara (Lee) Flynn	Framingham
12	Daniel Lincoln Brummitt	Raymond and Gertrude (LaReau) Brummitt	Framingham
13	John Francis Sullivan, Jr.	John F. and Evelyn (Belmore) Sullivan	Marlborough
20	La Barre	Richard F. and Mary (McGarry) LaBarre	Framingham
22	James Frederick Bartolini	Louis J. and M. Risita (Kiley) Bartolini	Framingham
MARCH			
4	Robert Blaisdell	Richard W. and Jacqueline (Sherman) Blaisdell	Marlborough
9	Sharon Elise Norden	Roy C. and Marilyn (Lowney) Norden	Marlborough
14	Judith Brownly	Richard C. and Eunice (Marcure) Brownly	Marlborough
15	Carol Ann Clark	Warren S. and Mary (Casey) Clark	Framingham
17	Nancy Jean Reilly	George H. and Maryalice (Holmes) Reilly	Marlborough

28	Marilyn Ann Bouchard	John L. and Mary (Krim) Bouchard	Marlborough
<b>APRIL</b>			
2	Wendy Sue King	Paul S. and Betty (Budgen) King	Lynn
2	Jeffrey Barton	Charles S. and Mary (McConologue) Barton	Framingham
8	Christopher Anthony Hamel	Charles and Eleanor (Onthank) Hamel	Framingham
17	David Hamblen Park	William H. and Elizabeth (Gray) Park	Marlborough
30	Gary Roy Johnson	Roy and Arlene (Peters) Johnson	Framingham
<b>MAY</b>			
1	Christopher Salvatore Zarba	Anthony J. and Mary (Howes) Zarba	Marlborough
3	Margaret Jane Clark	Lewis F. and Virginia (Curtis) Clark	Framingham
3	Susan Marcia Flint	Robert M. and Margaret (MacKechnie) Flint	Framingham
4	Lance Edward Masi	Edward G. and Donna (Ahrens) Masi	Framingham
9	Michael Richard Howes	Richard J. and Maureen (Pearl) Howes	Worcester
15	Stephen Anthony Hawks	Horatio A. and Barbara (Macchiaroli) Hawks	Framingham
26	Anne Garfield (1st twin)	Irvin A. and Elinor (Fay) Garfield	Framingham
26	Elizabeth Garfield (2nd twin)	Irvin A. and Elinor (Fay) Garfield	Framingham
30	Nancy Beals	Philip C. and Elaine (White) Beals	Worcester
<b>JUNE</b>			
3	Debra Lynne Szretter	Henry P. and Loretta (Zicko) Szretter	Natick
12	Linda Susan Pontremoli	Joseph F. and Susan (Willard) Pontremoli	Framingham
17	Paul Francis Mattioli	Frank J. and Anna (Vella) Mattioli	Framingham
17	Maureen Ann Cibelli	Robert A. and Jane (Conway) Cibelli	Marlborough
22	Diane Marie Delarda	Robert E. and Barbara (Marsh) Delarda	Marlborough
22	Austin Peter Beliveau	Paul and Anna (Hoekstra) Beliveau	Worcester
25	David Kimball Falconi	John J. and Ann (Harwood) Falconi	Framingham
27	Susan Carter	Charles W. and Grace (Rassmusson) Carter	Marlborough

# BIRTHS RECORDED — Continued

DATE	NAME OF CHILD	PARENTS	PLACE OF BIRTH
JULY			
5	Norman Francis Collins	Robert and Mary T. (Flynn) Collins	Framingham
10	Diane Marie Vadney	Carlton D. and Ruth L. (Stoliker) Vadney	Worcester
15	Paul Geick	Harold W. and Catherine (Downing) Geick	Framingham
22	Margaret Wallace Ellis	Stephen K. and Priscilla B. (Green) Ellis	Waltham
27	Patti Ann Milley	John and Shirley (Peters) Milley	Framingham
28	Timothy Dando Leavitt	Donald and Ann (Dando) Leavitt	Framingham
30	Steven Anthony Ross	William L. and Jane A. (Flynn) Ross	Framingham
30	Virginia Marie Banks	Donald R. and Eleanor (Sullivan) Banks	Marlborough
AUGUST			
6	Randall Richard Ingham	Lorne R. and Janet (Stanley) Ingham	Marlborough
7	Kim Elizabeth Malcomb	James E. and Ella (Pendleton) Malcomb	Framingham
15	William Joseph St. Michel	Joseph A. and Helena (Quarton) St. Michel	Framingham
SEPTEMBER			
8	Steven Anthony Torcoletti	Candido and Alphonsina (Gasparoni) Torcoletti	Framingham
12	Baby Girl Lambert	Edward E. and Ruth (Rounsevell) Lambert	Framingham
14	Wayne Francis Thomas	Samuel J. and Doris (Frozer) Thomas	Framingham
14	Susan Denise Jackman	Carlton H. and Stella (Oles) Jackman	Framingham
15	Ralph Emerson Hollis, Jr.	Ralph E. and Lillian (Sullivan) Hollis	Framingham
19	Brenda Jean Erlandson	Alfred W. and Minnie (Robinson) Erlandson	Marlborough
19	Beverly Ann Erlandson	Alfred W. and Minnie (Robinson) Erlandson	Marlborough
	(1st twin)		
	(2nd twin)		

20	Nancy Ann Brandano	Daniel and Helen (Moore) Brandano	Framingham
26	Hale	Darwin and Theresa (Magliaro) Hale	Worcester
27	Mary Elizabeth Ephlin	John and Patricia (Flynn) Ephlin	Framingham
30	Paul Anthony Bartolini	Leo and Josephine (Tiziani) Bartolini	Marlborough

# OCTOBER

4	Avis Marie McClard	Durward and Ann* (Cummings) McClard	Framingham
4	Nancy Doreen Wilbur	Robert L. and Eva (Burgess) Wilbur	Framingham
12	Susan Elizabeth Beaucar	Richard E. and Marilyn (Herman) Beaucar	Framingham
18	Beverly Ann Floyde	William C. and Eunice (Sanborn) Floyde	Marlborough
26	Henry Dominic Pietrasiak, Jr.	Henry and Agnes (Ochab) Pietrasiak	Framingham
28	Robert Joseph Bahr, III	Robert J. and Marguerite (Carr) Bahr	Framingham
30	Patricia Geary	Warren J. and Marianne (Ruocco) Geary	Framingham

# NOVEMBER

10	Eileen Mary Hardy	George and Muriel (Millet) Hardy	Framingham
12	Douglas Harlow Adkins	Robert M. and Eleanor (Carruthers) Adkins	Framingham
14	Jean Mary Perham	Arthur and Eileen (Sullivan) Perham	Framingham
23	Infant Reilly	George and Mary (Holmes) Reilly	Marlborough

# DECEMBER

3	Robert Michael Ansell (1st twin)	Clifford and Juanita (Gross) Ansell	Framingham
3	Richard Patrick Ansell (2nd twin)	Clifford and Juanita (Gross) Ansell	Framingham
3	Nancy Barbara Callaghan	Francis and Barbara (Tripp) Callaghan	Framingham
22	Margaret Grace Baxter	James and Marguerite (Sprague) Baxter	Framingham

# Comparison for the Past Five Years

1951	1952	1953	1954	1955
50	75	63	53	80

## MARRIAGES RECORDED IN SOUTHBOROUGH — 1955

### JANUARY

- 16 John Charles Misener of Southborough to Joan Marie D'Amico of Marlborough. Married in Marlborough.

### FEBRUARY

- 19 Nicholas R. Paganella, Jr., of Marlborough to Patricia A. Pessini of Southborough. Married in Southborough.  
22 Joseph A. St. Michel, Jr., of Marlborough to Helen A. Quarton of Southborough. Married in Marlborough.

### APRIL

- 1 Anthony J. Rodrigues of Southborough to Edna Peterson of Westborough. Married in Berlin.

### MAY

- 13 Gerard P. Bagley of Southborough to Jeanne Benoit (Brennan) of Hudson. Married in Berlin.

### JUNE

- 3 Howard Dorman Smith of Barton, Vermont to Lois Ann Ruggles of Southborough. Married in New Hampshire.  
4 Ostello E. Gasparoni of Southborough to Carmela Lorraine Daltorio of Framingham. Married in Framingham.  
7 Francis A. Derby of Southborough to Sylvia B. Sleeper of Marlborough. Married in Marlborough.  
11 Aaron J. Gunter of Southborough to Doris M. Baia of Southborough. Married in Ashland.  
11 Potter Palmer, 4th, of Chicago, Ill., to Polly Curtis Priest of Southborough. Married in Southborough.  
19 William Mauro of Southborough to Constance L. Hammond of Ashland. Married in Ashland.

### JULY

- 9 Roger K. Kane of Marlborough to Shirley M. Cummings of Southborough. Married in Southborough.  
10 Donald L. Dawes of Belmont to Ruth M. Killam of Southborough. Married in Southborough.  
23 John Lawrence Corcoran of Framingham to Doris Mary Blanchette of Southborough. Married in Southborough.

### AUGUST

- 5 Robert L. Hebden, Jr., of Worcester to Anna T. Edgerly of Southborough. Married in New Hampshire.  
7 Evan F. R. Quarton of Southborough to Irene Parabolici of Framingham. Married in Framingham.  
27 John Francis McClatchey of Buffalo, N. Y., to Susie Baskerville Saunders of Southborough. Married in Southborough.

## SEPTEMBER

- 10 Richard P. Smith of Southborough to Mary A. Corrieri of Marlborough. Married in Marlborough.
- 16 Thomas E. Adams, Jr., of Baltimore, Md., to Patricia B. Phillips of Southborough. Married in Southborough.
- 17 Salvatore Milani of Akron, Ohio to Charlotte Fantony of Southborough. Married in Southborough.
- 24 George F. Cronin of Framingham to Rena M. Rodak of Southborough. Married in Southborough.
- 25 James W. Muldoon of Newton to Patricia A. Allen of Newton. Married in Southborough.

## OCTOBER

- 2 Richard F. Houston of Westborough to Bette A. Malcomb of Southborough. Married in Southborough.
- 2 George Aselbekian of Southborough to Judith Richardson of Framingham. Married in Framingham.
- 15 George Baraiolo of Milford to Margaret Bertonassi of Southborough. Married in Southborough.

## NOVEMBER

- 2 Raymond Gentili of Southborough to Diane Perritt of Southborough. Married in Berlin.
- 5 Allston S. McLaughlin, Jr., of Southborough to Charlotte M. Mercier of Sudbury. Married in Sudbury.
- 6 Welford D. Harris of North Carolina to Patricia Moore of Southborough. Married in Southborough.
- 20 Thomas J. Dando, Jr., of Southborough to Dorothy M. Vatcher of Southborough. Married in Southborough.
- 26 Le Roy W. Marland, Jr., of Framingham to Dorothea H. Straube of Southborough. Married in Southborough.
- 29 Robert W. Jackson of Southborough to Anna A. Garabedian of Milford. Married in Needham.

## DECEMBER

- 13 George E. Stone of Southborough to Silvia M. Massaglia of Southborough. Married in Ayer.
- 26 Edward F. Gauvin, Jr., of Southborough to Helen A. Thomas of Framingham. Married in Marlborough.
- 19 Fredrick Merton Torrance of Framingham to Nancy Jane Heath of Southborough. Married in Needham.

### Comparison for Last Five Years

1951	1952	1953	1954	1955
32	20	20	29	34

# DEATHS RECORDED IN SOUTHBOROUGH — 1955

DATE	NAME	AGE			PLACE OF DEATH
		Y.	M.	D.	
JANUARY					
14	Howard P. Lane	89	6	19	Southborough
29	Mildred E. (Leighton) Paul	76	9	28	Southborough
FEBRUARY					
3	Wheelock C. Burgess	77	4	3	Southborough
12	Charles F. Palmer	54	6	11	Marlborough
13	Jay Alan Foss			6	Marlborough
22	Baby Boy LaBarre			2	Framingham
28	Joseph A. Ferrecchia	2	9	8	Taunton
MARCH					
15	Edward C. Ramsdell	88	7	1	Southborough
APRIL					
7	Ralph W. Milliken	79	10	20	Marlborough
26	Catherine D. Logan	88			Westborough
MAY					
20	Arthur D. Monroe	41	8	25	Southborough
JUNE					
26	John L. Geary	85	0	2	Boston
AUGUST					
14	Fannie L. Clark	90			Westborough
SEPTEMBER					
14	Baby Girl Lambert			2	Framingham
OCTOBER					
15	Ina Offutt	73	11	16	Marlborough
NOVEMBER					
10	Ferdinand E. Bagley	50	4	8	Marlborough
14	Eugene Beliveau	77			Framingham
23	Infant Reilly		15 min.		Marlborough
30	Marjorie McCobb	40	10	7	Southborough
DECEMBER					
5	Marion E. (Wilson) Haynes	70	3	20	Framingham
21	Jessie (Buchanan) Vaughan	77	10	15	Southborough
23	Michael J. McCarthy	64	2	26	Fall River
25	Harris D. Eaton	76	11	18	Framingham

## Comparison for Five Years

1951	1952	1953	1954	1955
33	29	21	26	23



# **JURY LIST — 1955** **(Men)**

June 22, 1955

Name	Where Occupied	Occupation	Address
Edward Anthony Angelico	M.D.C., Boston	Mechanic	Central Street
Antony Baia	General Electric, Ashland	Maint. Supervisor	Turnpike Road
Albert Baldelli	Newport Sausage	Sausage Maker	Cherry Street
William Goodwin Binder, Jr.	Self-Employed	Contractor	Main Street
Louis George Bouchard	Self-Employed	Painter	Willow Street
Cameron Bradley	Self-Employed	Farmer	Sears Road
Walter Brewer	Self-Employed	Representative	Willow Street
Donald M. Campbell	Lewis-Shepard, Watertown	Machinist	Oak Hill Road
Julian W. Campbell	Self-Employed	Gardener	Turnpike Road
Ferdinand Collette	Self-Employed	Retired Carpenter	Woodland Road
William Arnold DuPont	Lund Products, Inc., Maynard	Machinist	Oregon Road
Leo Ginga	General Electric (Telechron)		Pleasant Street
Frederick Joseph Harris	Self-Employed	Poultryman	Edgewood Road
Luther Campbell Hooper	M.D.C., Boston	Foreman	Howes Court
Paul Jean LaJeunesse	Fenwall, Ashland	Machinist	Woodland Road
Walter Laptewicz	Deerfoot, Southboro	Salesman-Driver	Flagg Road
Milton Francis Leonard	General Motors, Framingham	Expediting Eng.	Lyman Street
Austin M. Maguire	Gilbane Const. Co., Natick	Clerk	Winchester Street
Edward George Masi	Self-Employed	Bottle Gas Business	Woodland Road
Charles Henry O'Malley	M.D.C., Boston	Engineer	Hillside Avenue
Edgar Alfred Phaneuf	General Electric, Ashland	Electrical Eng.	Pearl Street
Harry A. Prosperi	Suburban Propane Gas, Sudbury	Salesman	Newton Street
Alton Byard Spurr	Mass. Bonding and Ins. Co., Worc.	Agent	Lyman Street

# JURY LIST — 1955

(Women)

Name	Occupation	Occupation of Husband	Address
Thelma V. Brister	Housewife	Sales Mgr. B. S. A. P. Co., Westboro	Deerfoot Road
Thelma E. Craig	Housewife	Salesman	Latisquama Road
Helen T. Fitzgerald	Accounting—Dennison, Fram.	Single	Marlboro Road
Catherine E. Gralton	Clerk, Dictaphone Opr.	Single	East Main Street
Mary M. Guinasso	Housewife	Salesman—Nat'l Tag & Label Oregon Road	
Ceciline L. Howes	Housewife	Attorney, Taylor & Foley	Main Street
Grace V. Hutt	Bookkeeper, F. N. B., Boston	Single	
Mary S. Kelly	Housewife	Town Clerk	John Street
Avis R. Rossi	Toymaker	Caretaker	Boston Road
Eleanor J. Rosso	Housewife	Gas Station Prop.	Turnpike Road
Gladys M. Walker	Widow		Turnpike Road
Agnes H. Young	Widow		East Main Street

## **NOTICE**

**ALL DOG LICENSES EXPIRE MARCH 31, 1956. DOGS MUST BE LICENSED ON OR BEFORE APRIL 1st OR THE OWNERS OR KEEPERS THEREOF ARE LIABLE TO A FINE.**

**THE LAW APPLIES TO ALL DOGS THREE MONTHS OLD OR OVER, REGARDLESS OF TIME OF YEAR OWNERSHIP IS ACQUIRED. NO TAX BILLS ARE SENT TO OWNERS OF DOGS.**

**AUSTIN E. KELLY,  
Town Clerk**

## REPORT OF SELECTMEN

Report of the Board of Selectmen for the year ending December 31, 1955.

On March 25, 1955, the Board organized as follows: Mr. John Hill, Chairman; Mr. Francis Pessini, Mr. Howard E. Goff.

In order to process all the work that comes under the Jurisdiction of the Board of Selectmen, it was necessary to schedule a meeting for every Wednesday evening instead of the bi-weekly meetings.

Considerable time has been spent with the Toll Road Authorities and Contractors to keep our roads open to the public. The Board of Selectmen and the Chief of Police have worked together in supplying Traffic Officers to man the different areas where the Toll Road is under construction. It has also taken a great deal of the Superintendent of Streets' time in order to see that the roads were kept in temporary repairs and that lights, signs, etc., were erected for the safety of the public.

A great deal of time was given to the Job Classification Wage Scale, in order to present it in good form for a Special Town Meeting called on October 13, 1955. The Job Classification Article is being inserted in the Warrant of March, 1956, for your consideration.

Considerable damage was done to our roads by the floods caused by Hurricane Diane, probably never in the history of the Town was Southboro Center so near to being completely isolated from Fayville, Cordaville and Southville, with Deerfoot Road, Parkerville Road, Middle Road, Cordaville Road, and White Bagley Road completely under water and closed to all traffic. The condition in Southville was indeed a most pathetic sight, with Wood Street under water, to the extent that a boat had to be used for several days until the water receded.

The drainage in Southboro is becoming more of a problem every year. More houses are being built, this in turn disturbs the land and obstructs the natural drainage. It is a fair estimate that approximately One Hundred (100) houses will be built in Southboro in 1956. We have an Article in the Warrant for your consideration, so that a part of the existing drainage problem can be dealt with in 1956.

Under Chapter 90 Construction some work has been done on Fisher Road. This is scheduled to be finished in the first half of 1956. Chapter 81 Maintenance was carried out in the usual manner, under the direction of the Superintendent of Streets and the State Engineers.

A new 2-ton Chevrolet truck was purchased for the Highway Department.

Street lights were installed, but due to lack of funds we were unable to grant several applications for lights during the year. We are asking for 30 additional lights for 1956, 5 or 6 of which are scheduled to be installed in order to provide proper lighting at the entrance of the New Elementary School.

We are grateful to Mr. Homer Bates for accepting the appointment of Civil Defense Director, and for the assistance which he rendered the Town during the emergencies of 1955.

A Board of Appeals was appointed by the Selectmen, as directed by the Zoning by-laws. We wish to call your attention to #1, Section VIII, in some cases this section is not being adhered to.

The Playground Activities under the direction of the Parent Teachers' Association, and the supervision of the Board of Selectmen, were carried out in the usual manner in all parts of the Town.

The Fay School swimming pool was used by the town again this year. The Board is of the opinion that the time has arrived when the town should give careful consideration to building and maintaining a suitable pool for the children of Southboro.

We are most appreciative to the Fay School for the use of their pool in the past years, but the number of children using the pool now, when it is open to the public, increases the chances of water pollution which may affect some child with Polio or some other disease. It has also become necessary to change the water more often due to its stagnation.

We extend our thanks to Mr. Harrison L. Reinke, Headmaster of Fay School, for his co-operation. We also wish to thank the various Boards, Departments, Committees and Town Employees, for their co-operation and fine work during the year.

The following licenses were granted during the year 1955:

#### Miscellaneous

Common Victualer's .....	10
Auctioneer's .....	2
Agent and Seller's — Class I .....	5
Used Car Dealer's — Class II .....	0
Motor Vehicle Junk — Class III .....	1
Junk Collector's .....	2
Fire Arms .....	1
Ammunition .....	1
Slaughtering .....	1
Entertainment on the Lord's Day .....	3

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26

#### Liquor

Wines and Malt Beverages (One-Day) .....	9
Wines and Malt Beverages (Package Goods Store) .....	4
All Alcoholic Beverages (Package Goods Store) .....	2
All Alcoholic Beverages (Restaurant) .....	2
All Alcoholic Beverages (Club) .....	4

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21

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Total Licenses ..... 47

Respectfully submitted,

JOHN HILL, Chairman  
FRANCIS R. PESSINI  
HOWARD E. GOFF  
Board of Selectmen.

## REPORT OF THE MODERATOR

January 28, 1956

The Honorable Board of Selectmen  
Southboro  
Massachusetts

Gentlemen:

I herewith submit the report of the Town Moderator for the year 1955. The following were appointed to the following committee: J. Franklin Millea was reappointed to the Advisory Committee to represent Southboro. Joseph F. Cummings, Sr., was appointed to the Advisory Committee to represent Southville. Amando J. Pencalfini was appointed to the Advisory Committee to represent Cordaville.

I should like to express my sincere thanks to the people of Southboro for electing me to the office of Moderator.

Sincerely,

EDWARD V. CHAPUT,  
Moderator.

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## REPORT OF THE BOARD OF WATER COMMISSIONERS

To the Board of Selectmen,  
Town of Southborough, Massachusetts

Gentlemen:

Herewith is presented the twenty-sixth annual report of the Board of Water Commissioners for the year ending December 31, 1955.

There were 10 regular meetings held during the year and 4 special meetings.

At the annual election held on March 21, 1955, Mr. C. Ed. Baker was re-elected to the Board for 3 years.

At a meeting of the Board held on April 18, 1955, Mr. George Mooney was elected Chairman for the year 1955.

Mr. Thomas Boland was appointed Superintendent of the Department for the year 1955.

### *Toll Road*

As reported in the Town Report of 1954, the firm of Whitman and Howard was asked to represent the Board with the Turnpike Authority in regard to water mains and so forth.

The Turnpike Authority has agreed to install a 12" water pipe under the Toll Road where it crosses Walnut Drive.

The Board requested that the Toll Road Authority install a 12" water pipe on Cordaville Road and Parkerville Roads and an 8" water pipe on Woodland Road, where bridges are located.

After considerable discussion between Whitman and Howard and the Toll Road Authority, they have agreed to supply the pipe, excavate and refill the trench for a 12" water pipe on Cordaville Road, the Water Department to lay the pipe and backfill for a depth of one foot.

Woodland Road is still under discussion.

### *Water Extensions*

The Water Extensions on Southville and Middle Roads have been completed.

### *Parkerville Road (so-called loop)*

About 1,500 feet has been completed.

The Department of Public Works of the Commonwealth of Massachusetts have plans and have let a contract to open and widen cross-overs on the Turnpike Road (Route 9) in the Town of Southborough. On or about the first of April, 1956, the contractor will start work on this project and will have to maintain police, lights and etc. The Board will, at this time, receive bids to lay an 8" pipe across the Turnpike Road at Parkerville Road. No attempt has been made to make this crossing before, because the Board felt that considerable money could be saved if all this work was done at one time.

### *Job Classification*

The Board met with Mr. Samuel Allison at the Town Hall on October 21, 1955 at 9:00 P. M. After talking with Mr. Allison, the Board is of the unanimous opinion that they are not in agreement with the Job Classification as it affects the Water Department.

1. The Commissioners were not notified or consulted until after the report had been published.



2. The report does not present a clear picture of the problems of the Water Department.

The Board would like to thank Mr. Alfred Howes, the Town Counsel, for his assistance on the Toll Road and other problems during the year.

At this time where the expenditures of the Town are high, the Board felt that connecting the water system to the M.D.C. Tunnel could be put off until further work is done on this project.

Respectfully submitted,

GEORGE A. MOONEY,  
WALTER J. NORTON,  
C. ED. BAKER,

Board of Water Commissioners.

## REPORT OF THE SUPERINTENDENT OF THE WATER DEPARTMENT

To the Board of Water Commissioners,  
Town of Southborough, Massachusetts

Gentlemen:

I herewith submit the annual report of the Water Department for the year ending December 31, 1955.

### Southborough Water Works

Town of Southborough Worcester County Massachusetts

Population by census of 1955 — 3,160

Date of construction

Fayville Fire and Water District 1929-1930

Town of Southborough 1930-1931

By whom owned

Town of Southborough

Source of supply

Sudbury Reservoir

Mode of supply

Pumping

Type of purification

Chlorine

### Statistics on consumption of water

Estimated population at date 3,160

Estimated population on line of pipe (including schools) 3,291

Estimated population supplied 2,850

Month	Gallons Pumped	Average Daily Consumption
January	9,538,000	307,700
February	7,077,000	252,750
March	7,309,000	239,000
April	7,421,000	247,300
May	9,304,000	300,100
June	8,592,000	286,400
July	11,647,000	375,700
August	10,115,000	329,520
September	8,740,000	291,333
October	9,278,000	296,000
November	9,525,000	317,500
December	6,982,000	225,226

Annual consumption of water 105,528,000 gallons

Daily consumption of water 289,118 gallons

#### Maximum Consumption

Month	Amt. in Gals.	Week	Amt. in Gals.	Day	Amt. in Gals.
July	11,647,000	July 11th	3,370,000	July 30th	651,000

#### Pumping Statistics

Unit #1 — 1 Goulds Triplex pump, 8"-10" size, capacity 250 gallons per minute, connected through a speed reduction gear to 1 Buda, 4½" bore - 6" stroke, 6 cylinder, high duty internal combustion gasoline engine.

Unit #2 — Allis-Chalmers pumping unit consisting of 2 single stage centrifugal pumps, 3"-2½" in series, direct connected to a 25 hp. Allis-Chalmers electric motor, capacity 250 gallons per minute, normal pumping head 235 feet, speed 1750 R.P.M.

Unit #3 — Same as above.

Unit #4 — Nash vacuum pump, size No. ½O, direct connected to a General Electric Company, 220 volt electric motor, speed 1720 R.P.M.

Total pumping station capacity—650 gallons per minute at 100 lbs.

## Purification Statistics

Type of treatment — 1 MSVEM Equiscale, full vacuum chlorinator, capacity 12 lbs per 24 hrs.

Date of installation — August 19, 1942.

## Distribution System

Kinds of pipe in use	Mains — Cast iron tar coated Cast iron cement lined Cement-Asbestos
Sizes	Services—Wrought iron-Copper Mains — 10" to 2" Services — 8" to ¾"
Removed or discontinued	None
Added during year	Mains — 2,275 feet Services — 2,498 feet
Total miles now in use	Mains — 25 miles — 2,093 feet Services — 9 miles — 1,993 feet
Length of pipe less than 6" diameter	1,597 feet (mains)
Number of hydrants now in use	170
Number of gate valves in use	395
Total number of services	730
Number of services now in use	720
Range of pressure on mains	30 to 105 lbs.

## Services

A total of 52 services were installed during the year, of this total 6 were installed by Contractors and on 7, pipe was supplied by owners of the property.

Total cost of materials and labor returned to the Town amounted to \$1,558.04.

Materials used on Town property as follows:

- 44 — ¾" Curb cocks
- 44 — ¾" Corporation cocks
- 44 — Curb boxes
- 3 — ¾" Unions

- 2 — 1" Curb cocks
- 2 — 1" Corporation cocks
- 2 — 1" Curb boxes

Total cost of materials used on Town Property — \$1,086.91.

### **Water Extensions**

Southville Road has been completed.

Middle Road has been completed.

Parkerville Road (so-called loop) 1,500 feet has been completed.

### **Emergency Repairs**

On January 26th, a break was repaired in the 6" Main on Turnpike Road.

On August 27th, a break in the 6" Main on the Southville Road Extension, as the brook crossing was repaired. This break was due to the flood washing out the driveway and lawn at the property of E. H. Wenning.

On November 9th, a break was repaired on Mount Victory Road.

On November 12th, a leak was repaired in a joint on Cordaville Road.

### **Hurricane Diane**

On August 19th Hurricane Diane struck this town with a rainfall of about 13 inches.

At 6:00 A. M. on the 19th, the station and field around the station was free from water and the level in the reservoir was 2 feet from the high water mark. At 8:00 A. M. a check at the station showed the water rising in the brook West of the pumping station and flowing over the banks. At 9:00 A. M. the water rose so rapidly that in spite of sand bags and aid from the Town Departments, the station was completely flooded with 4 feet of water in the pump room.

The electric power was cut off at 9:00 A. M., and with the Fire Department pumping out the station, so that work disconnecting the motors and electrical equipment was started by 1:00 P. M. The standby pump was put in operation at 3:00 P. M. and operated on a 24 hour basis until August 23rd at 5:00 P. M.

On August 23rd at 3:30 P. M. one electric pump was back in operation and the other was in operation on August 25th. The vacuum was in operation on August 26th, and the station was back to normal.

All motors (2-25 h.p. and 1-3 h.p.) and electrical equipment had to be removed from the station, dried out and replaced in service.

In order to operate the standby pump, it was necessary to install a 55 gallon gasoline drum above ground as the underground tank was flooded.

Due to the water in the office and pump room, considerable damage was done to records and plans of the system, these will all be replaced by April, 1956.

#### Consumption of Gasoline

	Gals. Gas	Miles Operated
Truck	1,014.6	12,464
Compressor	261.9	
Pumps	29.4	
Stand-by pump	225.8	
Total	1,531.7	

At this time I wish to thank the Town Departments for their cooperation during the past year, especially during Hurricane Diane.

This report would not be complete without my thanking the Board of Water Commissioners for their cooperation during the year and especially during, and after the hurricane when the station was without electric power, their help and assistance was greatly appreciated.

I wish at this time to recommend the purchase of a tractor mounted backhoe with a front-end loader.

#### Warrants to Collector Water Rates

April	\$7,421.78
July	8,277.52
October	9,118.06
January	8,305.72
Total of Water Rates	\$33,123.08

### Miscellaneous

April	\$2.00
July	4.00
October	2.00
January	128.00
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Total of miscellaneous	136.00
Total of services committed	1,558.04
Abatements	65.07
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Total of income for 1955	\$34,752.05

### Growth of Water Department over a Five Year Period 1950 to 1955

	1950	1955
Population by census	2,652	3,160
Estimated population supplied	2,132	2,850
Miles of mains	21 miles—1,563 feet	25 miles—2,093 feet
No. of hydrants	148	170
Number of valves	372	395
No. of services	564	730
Income (including services)	\$27,973.93	\$34,752.05

Respectfully submitted,

THOMAS BOLAND,  
Superintendent.

### REPORT OF THE BOARD OF HEALTH

December 14, 1955

To the Honorable Board of Selectmen  
Town of Southborough, Massachusetts

Gentlemen:

The Board of Health submits herewith a report of its work in 1955.

The Well-Child conferences were held on April 27th in Fayville, May 4th in Southville and May 11th in Southborough.

The Board wishes to thank Dr. Marilyn Meserve for taking over part of the conference in Southville for Dr. Stone. A total of 112 children were seen at the conference — 32 received small pox vaccination and 53 received booster shots for diphtheria, tetanus and whooping cough.

The Board wishes to thank the following for their assistance with the Well-Child conference: Mrs. Edward Borst, Mrs. Fred Turenne, Mrs. Laurence Cooper, Mrs. Harold Bauld, Mrs. Edward Kehew, Mrs. Norman Wellman, and Mrs. Walter Davis.

The restaurant inspections have been made and the Board is pleased to report all restaurants are conforming to all rules and regulations of the Board.

The Board wishes to thank the highway department for the very fine job they did in the spring and two fall rubbish collections.

On April 30, 1955, Mr. Preston Andrews signed a new contract for garbage collection.

#### Communicable Diseases Reported for 1955

Chicken Pox	4	Mumps	4
Dog Bite	2	German Measles	24
Poliomyelitis	4	Measles	160

#### Licenses Issued in 1955

Vehicle milk and cream	10
Store sale of milk and cream	14
Pasteurization	1
Nursery School	2
Anti-freeze	15
Funeral Home	1

The Board of Health gave to 129 first and second grade children their first dose of Salk Polio vaccine on May 26th.

During the past year complaints have been received regarding contamination of the stream draining the area in which lies the disposal system of the Deerfoot Sausage plant. This has grown out of the increased use of water by the factory as well as the special problem involved in treatment of waste water from such a plant. The Board of Health has met with complainants, the management of the Deerfoot factory and the

Selectmen. The waste water treatment system has been completely revised. Surveillance of the operation of the system continues.

During 1955, a group of interested residents of Southboro met with the Board of Health to discuss ways of procuring the services of a district nurse for the Town. The Board approved the principle of a district nurse service and agreed that the matter deserved study but was not sure if public support could be gained in that failure of two prior efforts to initiate such a service seemed to show a lack of need. Therefore, the promoting group volunteered to conduct a poll or canvass to assay the sentiment of the Town.

In order to explore some of the details, Miss Eleanor Hanson, Regional Director of Public Health Nursing, met with the Board and interested residents of the Town. She discussed such matters as salary, transportation and office costs and the possibility of defraying some of the expense by charging a fee for services. She proposed that one individual could perhaps be both School Nurse and District Nurse in a full-time position.

However, the Board feels that should the Town find that a district nurse is needed, the program should be started as a part-time venture. Development into a full-time position or termination of the project will depend on the proven need. The Board feels that the present part-time system of the school nurse program is so successful that a new project should not jeopardize it until a successful trial warrants union of the two part-time activities.

It is pointed out that successful implementation of the proposal that has been put forward would rest as much on the personality, character, health and long term residence of a candidate as upon her professional qualifications.

The salary scale to be considered is about \$3,500 per annum for full-time service, of which a portion would be paid out of the School Department budget if the two services were combined, or \$1,750 for half-time services. To this figure would be added costs of transportation, supplies and office expenses.

The Board invites expressions of opinion.

The Board of Health is going to engage the services of a sanitary engineer. The specifications for sewerage disposal systems will be as follows:



**BOARD OF HEALTH**  
**Southboro, Mass.**

**Specifications for Sewerage Disposal System**  
**Application**

A plot plan, with minimum scale not more than 20 feet to the inch, showing in detail the size of the lot, size and location of the house, location of the septic tank, detail and location of the leeching area, and the fee of \$6.00 (cash or check drawn payable to the Town of Southboro) shall be filed with the Sanitary Inspector and permit secured before the work is started.

**Cesspools**

Cesspools are allowable subject to approval by the Board of Health.

**Septic Tanks**

Septic tanks shall be of concrete block, brick, concrete or metal. All tanks shall be of approved design and water-tight. Minimum capacity shall be 500 gallons. Covers shall be installed in the top for cleaning, etc. If the tank is made of cement blocks, it shall be painted on the outside with a waterproof paint. If a garbage disposal is to be used, the capacity shall be increased 50 percent.

**Distribution Box**

Distribution boxes will not be required when the disposal system can be installed level. When required, the box shall be at least 2 feet square (inside measurement) connected to the "out" end of the tank with a cement floor and removable cement cover. The pipes leaving this box, and all pipes in the leeching area must be level.

**Leeching Area**

The leeching area must have a minimum of 400 sq. ft. bottom area. This should be increased if an automatic washer is to be used and must be increased 50 percent if a garbage disposal is used. The leeching area is dug about 33" to 35" below finished grade, with 16" of 1½ to 2 inch stone under the pipes, around the pipes and extending 2 inches above the pipes, making a total of 23" of stone. Stone to be covered with yellow or pink building paper (no tar paper) and 10"-12" of

loam free from clay. Pipes in the field (usually 3 lines) must be 4" B&S clay of 2 foot lengths, laid loose with about 34" space between the spigot and bottom of bell. Orangeburg or bermaco type pipe with holes may be used.

### **Inspection**

Inspection will be made within 48 hours after notification that the work is completed (Sundays and holidays not included) and no part of the system shall be covered until it has been inspected and approved. The approval does not mean that the system will be satisfactory under all conditions, but will be satisfactory for normal use, under normal conditions.

It is the obligation of the builder to give 48 hours minimum advance notice of completion of the installation in order that inspection can be made within a reasonable time.

For the Board of Health,  
Southboro, Mass.

Respectfully submitted,

THEODORE INGALLS, M.D., Chairman  
TIMOTHY P. STONE, M.D., Agent  
SOPHIA COLEMAN, R.N., Secretary

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### **REPORT OF HAROLD E. FAY PLAYGROUND COMMITTEE**

Activities were the usual, ball games — both baseball and football, and general fun by the smaller children.

P.T.A. used it during the summer as did the Little League for some of their practice games.

We took in no revenue and were pleased that the playground was used by so many.

JOHN BAVERI, Chairman  
LOUIS BARTOLINI  
LOUIS TOMBARI  
Playground Committee.

## REPORT OF THE ANIMAL INSPECTOR

To the Honorable Board of Selectmen,  
Town of Southborough, Massachusetts

Gentlemen:

I hereby submit my report for the year ending December 31, 1955.

Number of Stables inspected	23
Number of Milch cows and heifers (2 yrs. and over)	701
Number of heifers (1-2 yrs. of age)	79
Number of heifer calves	62
Number of Bulls	19
Number of Steers and oxen	11
Number of Horses	14
Number of Goats	26
Number of Sheep	38
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Total number of animals	950
(Out of State) cattle shipped in	41
Cattle reacting to Tuberculin test	3
Persons bitten by dogs	8
Cases of rabies	0

Respectfully submitted,

(signed) WILLIAM H. ONTHANK,  
Animal Inspector.

## REPORT OF TREE WARDEN

To the Honorable Board of Selectmen,  
Town of Southborough, Massachusetts

Gentlemen:

During the past year it has been necessary to remove the low hanging branches from many of the trees in order that cars and trucks could travel over these roads without damage to the tops of the vehicles.

Wherever possible, dead limbs have been removed from the trees that overhung the road; there is, however, much more that should be done along this line.

Some large trees were taken down with the assistance of the Highway Department.

I wish to thank the Selectmen and members of the Highway Department for their co-operation.

Respectfully submitted,

(signed) WILLIAM H. ONTHANK,  
Tree Warden.

### REPORT OF THE MOTH SUPERINTENDENT

To the Honorable Board of Selectmen,  
Town of Southborough, Massachusetts

Gentlemen:

I hereby submit my annual report for the year ending December 31, 1955.

Both the Elm Tree Leaf and Bark Beetles were kept under excellent control this past year due to a newer and better material.

The airplane spray program conducted by the State Department of Natural Resources seems to have put a stop to the Gypsy Moths, which were increasing in large numbers. This spray also helped to control flies and mosquitoes up to the time of the August Flood.

The Poison Ivy spray did an excellent job as far as the material went.

There are many more roads to be covered. I recommend the sum of Four Hundred (\$400) Dollars be appropriated to complete this work.

Dutch Elm Disease continues to increase each year. A total of Fifty-three (53) dead elm trees were counted last fall.

Many of these trees have been cut down, but due to lack of funds the rest are still standing. The State Law prescribes that these trees must be removed to prevent the spread of Dutch Elm Disease and also as a matter of public safety.

Respectfully submitted,

(signed) WILLIAM H. ONTHANK,  
Moth Superintendent.

## **REPORT OF FIRE DEPARTMENT**

To the Honorable Board of Selectmen:

Gentlemen:

During the year 1955 the Fire Department answered 93 calls as follows:

Brush and Grass	59
False	1
Autos and Trucks	6
Out of Town	3
Dogs Rescued	2
Missing Persons	2
Truck and Auto Accidents	4
Buildings	5
Regular meetings	24
Special meetings	12
Drills	7

Respectfully submitted,

JOHN W. BOLAND,  
Chief.

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## **REPORT OF FOREST WARDEN**

To the Honorable Board of Selectmen:

Gentlemen:

During the year 1955 the department answered 59 calls for grass and brush fires. Most of these fires were caused by defective incinerators.

**PLEASE BE CAREFUL WHEN BURNING RUBBISH AND BRUSH.**

Respectfully submitted,

JOHN W. BOLAND,  
Forest Warden.

## REPORT OF VETERANS' SERVICES

December 31, 1955

The Honorable Board of Selectmen  
Southborough, Massachusetts

Gentlemen:

The report on activities of the Veterans' Services Department for 1955 is submitted as follows:

During the past year all applicant veterans and/or their dependents were assisted in completing and filing necessary forms and supporting documents in connection with claims for federal compensation or benefits, as well as financial or other benefits to which they were eligible under provisions of Chapter 115, General Laws, as amended, of the Commonwealth.

In 1955 there were four permanent cases receiving Chapter 115 benefits and an additional four cases were assisted under temporary status. One case was disqualified by the Veterans' Agent for failing to disclose income. Two needy cases were given emergency financial assistance and their cases transferred to other communities in Massachusetts wherein they had settlement.

Southboro, like the majority of communities in Massachusetts, was forced to request added appropriation or transfer of funds during the latter part of the year in order to meet unforeseen added expenditures in connection with assistance to eligible needy veterans or their needy dependents.

It is expected that the Commonwealth will reimburse the town for Chapter 115 Benefits expenditures in 1955, a sum approximating \$2,500.00.

With World War I veterans and their dependents reaching higher age brackets, with greater probabilities of unemployment due to increasing age, illness and other reasons, it can be expected that Veterans' Services will become increasingly costly as the years pass. The same outlook prevails in the cases of World War II veterans, Korean Conflict veterans, and their dependents. There is no manner in which an accurate estimate as to yearly expenditures for Chapter 115 Benefits in these cases can be predicted.

The Veterans' Agent is grateful for the assistance and co-operation that have been accorded him by the Board of Selectmen, other town officials and veteran organizations of the town, during the past year.

Respectfully submitted,

JOHN H. BURKE,  
Veterans' Agent.

## **REPORT — SEALER OF WEIGHTS AND MEASURES 1955**

To the Honorable Board of Selectmen,  
Town of Southborough, Massachusetts,  
Gentlemen:

I hereby submit my annual report for the year ending December 31, 1955.

### **Inventory of State Standards:**

- One Office Balance
- One Brass Yard Measure
- One Set Standard Weights
- One Set Dry Measures
- One Set Liquid Measures

### **Inventory of Working Equipment:**

- One Sealer's Portable Weights
- One Set Brass Weights
- One Set Dry Measures
- One Drill
- Two Seals
- Two Glass Graduates
- One Kit of Small Tools

### **Work Completed in 1955:**

Weighing Devices Tested	85
Gasoline Pumps Tested	29
Oil Truck Meters	3
Oil Grease Pumps	7
Liquid Measure One gallon or under	8
Sealing Fees Collected	\$87.00
Fees Turned Over to Treasurer	\$87.00

Respectfully submitted,

OSTILLIO GASPARONI,

Sealer of Weights and Measures.

## **REPORT OF CEMETERY COMMISSIONERS**

To the Honorable Board of Selectmen:  
Town of Southboro

Gentlemen:

The Board of Cemetery Commissioners wish to submit their annual report. The cemetery has been cared for in the usual manner under the able supervision of the Superintendent, Mr. Walter Offutt, and the assistance of his men.

The work of repairing the damage to the trees and grounds by the hurricanes and floods of last year has been completed and the cemetery is once again back to normal with the exception of the trees and shrubs which are missing and which will take years to replace.

Regular meetings have been held and various trust funds have been invested as the occasion required.

The report of receipts and expenditures will be found in the report of the Town Accountant.

Respectfully submitted,

CHARLES E. CORBETT, Chairman  
THOMAS YOUNG, Clerk  
LAWRENCE HAMELIN

## **REPORT OF POLICE DEPARTMENT**

January 14, 1956

To the Honorable Board of Selectmen  
Town of Southborough, Massachusetts

Gentlemen:

I am herewith submitting the following Annual Report of the Police Department for 1955.

### **Arrests**

Operating a Motor Vehicle while under the influence of intoxicating liquor	4
Breaking and Entering to commit a Misdemeanor	3
Breaking and Entering to commit a Felony	1



Operating so as to endanger the safety and lives of the Public	2
Speeding	1
Operating a Motor Vehicle without a License	2
Drunkenness	3
Manslaughter	1
Rape	1
Assault with a Deadly Weapon	2
Operating an Unregistered Car	1

### Motor Vehicle Violations

Traffic Violation Tickets	185
Defective Equipment Tags	55
Violations Reported to Registry of Motor Vehicles for action	35
Licenses Suspended by Registry of Motor Vehicles for Violations within the State	10
Fatal Accident	1

### Miscellaneous

Breaks	15
Solved (all articles recovered)	3
Attempted Breaks	4
Investigation of Indecent Exposure	2
Transfers of Motor Vehicles	90
Gun Permits Issued	32
Accidents	100
Investigated	70
Persons Injured	37
Lyman School Boys apprehended	9
Patients Returned to Westboro State Hospital	4
Missing Persons: (located)	
Children	3
Woman	1
Summons Served	89
Warrants for Arrest	1
Dog Accidents	10
Dogs Destroyed	7
Complaints Received and Investigated	165
Stolen Cars Recovered	3
Houses Moved	5
Permits issued to perform necessary work on the Lord's Day	3
Runaways (apprehended)	6

Vandalism	5
Message delivered to Local Families	6
Prowlers	4
Injured People taken to Hospitals in Police Cruiser (Accident Cases)	32
Southboro Residents—Emergency Cases taken to Hospital in Police Curiser	13
Business Establishments found Open	47
Gas Consumption	
Mileage on Police Cruiser	88,000 Miles

I wish to offer my sincere thanks to the Fire Department and Highway Department for their cooperation and assistance during the emergencies of the past year.

Respectfully submitted,

FRANK J. MATTIOLI,  
Chief of Police.

FJM:a

#### REPORT OF THE FAY LIBRARY TRUSTEES — 1955

The Board of Trustees of Fay Library met eleven times during 1955.

Several experts were consulted about the condition of the basement, which was very damp. Some of the work recommended by them was done but the flood in August caused much damage and four hundred and fourteen books were lost. Repair work and painting were started again and it is hoped that soon the ground floor of the Library will be permanently dry. The bills were sent to the Board of Selectmen to be paid by them from the funds allotted to the town through State and Federal Flood Aid.

A lawn mower was bought for the Library and a new vacuum cleaner will be needed this year.

Miss Stivers, the librarian, reports that three hundred and thirty-nine books were given to the Library in the past year. The Trustees would like to thank all those who donated these books, although the list is too long to mention them by name. They also wish to express their appreciation of Miss Stivers for the work she has done during the years she has been in charge of the Library.

The budget for 1956 shows that the sum of money allotted for books has been increased. The Trustees feel that the previous amount was not adequate for a well balanced collection of books.

It is hoped that Fay Library will continue to serve the community to the best of its ability and that the interest shown by the increasing attendance will grow each year.

HARRISON L. REINKE, Chairman

HAZEL F. BURKE

EMMY LOU PRIEST

ANN S. BRADLEY

MARY DARRAH FINE

JAMES A. HIGGISTON

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### REPORT OF LIBRARIAN — FAY LIBRARY

27,159	Volumes in Library
430	Books Purchased
339	Books Donated
414	Books lost in August from "Diane"
27,612	Total Circulation Main Library
16,970	Adult Fiction
6,737	Juvenile Fiction
2,006	Adult Non-Fiction
1,082	Juvenile Non-Fiction
669	Adult Magazines
148	Juvenile Magazines
3,444	Adult Attendance
5,281	Juvenile Attendance
2,757	Largest month in circulation, November
1,938	Smallest month in circulation, February
190	Largest day in circulation, November 12
34	Smallest day in circulation, August 1
\$30.00	Fines

#### Fayville Branch

1,279	Total circulation
865	Adult Fiction
103	Juvenile Fiction
102	Non-Fiction, total
209	Magazines, total
664	Total attendance

SARAH V. STIVERS

## **REPORT OF THE BOARD OF PUBLIC WELFARE AND BUREAU OF OLD AGE ASSISTANCE**

To the Honorable Board of Selectmen,  
Town of Southborough, Massachusetts

The Board of Public Welfare and Bureau of Old Age Assistance submits the following report of its work for the past year ending on December 31, 1955.

### **General Relief**

Ten persons were aided during 1955, all of whom received assistance for short periods only. The Town was billed for two cases aided elsewhere. We received reimbursement from the State in five cases, from Worcester in one.

The Winchester and J. Lowell Bacon Funds were used for seven applicants.

### **Aid to Dependent Children**

During the year 1955, aid was rendered to thirteen persons in this category of relief. There is part reimbursement from the Federal and State Governments for this. One case closed during the year and the others continued.

### **Disability Assistance**

The Town of Southborough has granted aid to two persons who had been approved by the State and Medical Board for this category of assistance. Both Federal and State Governments reimburse the Town for a part of its expenditures.

### **Old Age Assistance**

Forty-four persons were assisted during the year 1955. Reimbursement to the Town for a part of these expenditures is received regularly from the Federal and State Governments. Of the forty-four persons aided, three came from other towns for whom Southborough is fully reimbursed; for five others, who are unsettled, the State assumes financial responsibility. Four former Southborough residents were aided in other communities and the proportionate share of their support is charged to this Town.

There were nine applications for Old Age Assistance of which seven were approved and two rejected because of ineligibility. Six accounts were closed due to increased re-

sources, removal to other towns, death, or increased support by children.

We feel that the following figures may be of interest to the taxpayers:

**Expenditures for all four categories:**

For aid to or in behalf of recipients	\$45,546.21
For administration	3,526.24

<b>Total</b>	<b>\$49,072.45</b>
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**Receipts for all four categories:**

Federal Reimbursement for aid (including balance of 1954)	\$30,122.95
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Federal Reimbursement for administration (including balance of 1954)	3,094.70
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<b>Total</b>	<b>\$33,217.65</b>
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Received from State for aid rendered, meal tax, administration, from other towns and cities and miscellaneous:

<b>Total</b>	<b>\$16,934.72</b>
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We appreciate the helpful cooperation of the other Town Departments, local organizations and individuals who have responded so willingly whenever approached by us.

ANNETTE H. DEER, Chairman,  
RUTH W. HARRINGTON,  
EDWARD W. BORST.

J. M. SMITH, Welfare Agent.

## REPORT OF TOWN COLLECTOR

### Cemetery Department

Committed in 1955	\$6,330.05
Old Accounts paid 1955	393.55
	<hr/>
	\$6,723.60
Paid Treasurer	\$5,942.65

Outstanding	780.95
	<hr/>
	\$6,723.60
<b>Selectmen</b>	
Committed in 1955	\$5,265.45
Paid Treasurer	\$5,273.99
Overpaid	8.54
	<hr/>
	\$5,265.45
<b>Schools</b>	
Committed in 1955	\$56.68
Unpaid	\$56.68
<b>Board of Health</b>	
Committed in 1955	\$45.50
Paid Treasurer	\$45.50
<b>Board of Public Welfare</b>	
Committed in 1955	\$974.97
Paid Treasurer	\$621.86
Unpaid	353.11
	<hr/>
	\$974.97
<b>Tree Warden</b>	
Committed in 1955	\$193.50
Paid Treasurer	\$155.50
Outstanding	38.00
	<hr/>
	\$193.50
<b>1951 Taxes</b>	
Outstanding State Audit	\$12.00
<b>1952 Taxes</b>	
Outstanding State Audit	\$16.57
<b>1953 Taxes</b>	
Outstanding State Audit	\$156.10
<b>1954 Taxes</b>	
Outstanding State Audit	\$5,790.23
Interest and Costs	87.87
	<hr/>
	\$5,878.10

Paid Treasurer	\$2,318.12
Outstanding	3,559.98
	<hr/>
	\$5,878.10

#### 1955 Taxes

Outstanding State Audit	\$152,171.88
Warrants in December	323.40
	<hr/>
	\$152,495.28
Abated since Audit	1,881.58
	<hr/>
	\$150,613.70
Paid Treasurer	\$130,706.15
Unpaid	19,907.55
	<hr/>
	\$150,613.70

### MOTOR VEHICLE EXCISE TAXES

#### 1950 Motor Vehicle Taxes

Outstanding State Audit	\$6.00
	<hr/>
Paid since close of books	\$4.00
Outstanding (to be abated)	2.00
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#### 1951 Motor Vehicle Excise Taxes

Outstanding State Audit	\$184.55
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#### 1952 Motor Vehicle Excise Taxes

Outstanding State Audit	\$433.56
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#### 1953 Motor Vehicle Excise Taxes

Outstanding State Audit	\$822.10
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#### 1954 Motor Vehicle Excise Taxes

Outstanding State Audit	\$2,715.16
Interest	.83
	<hr/>
	\$2,715.99
Paid Treasurer	\$66.10
Outstanding	2,649.89
	<hr/>
	\$2,715.99

### 1955 Motor Vehicle Excise Taxes

Outstanding State Audit	\$6,439.51
Warrants	5,013.54
	<hr/>
	\$11,453.05
Abated since Audit	471.42
	<hr/>
	\$10,981.63
Paid Treasurer	\$5,924.56
Outstanding	5,057.13
	<hr/>
	\$10,981.63

### REPORT OF THE CIVIL DEFENSE DIRECTOR

To the Honorable Board of Selectmen  
Town of Southboro, Massachusetts

Gentlemen:

During the year of 1955 we were fortunate in that the service of our local Civil Defense Organization was only called upon once, which was during the heavy rains and flood condition that existed during August 19, 20, and 21.

The duties performed by the sixteen Auxiliary Police and Firemen, under the hazardous conditions as they existed, were most gratifying and enabled us to cope with the emergency and keep our losses at a minimum.

Our anticipated growth of the Town will require additional expenditures for equipment during the coming year and I trust that additional funds will be appropriated to cover our needs. You will, no doubt, agree that money is no object when it means the saving of life and property.

Respectfully submitted,

(Signed) HOMER L. BATES,  
Civil Defense Director.



## REPORT OF THE SUPERINTENDENT OF STREETS

To the Honorable Board of Selectmen:  
Town of Southborough, Massachusetts

Gentlemen:

I hereby submit my annual report for the year ending December 31, 1955.

All Chapter 81 work was completed during the year.

Chapter 90 maintenance was completed but 90 construction was not surveyed until November due to the flood which hindered completion.

Cable fences have been installed on Framingham Road, Middle Road, Central Street, Summer Street and Valley Street. A total of 2,000 feet.

Hot top sidewalks have been installed on Boston Road, Main Street and Southville Road.

A 1955 Chevrolet dump truck has been purchased for the Highway Department and placed in service.

On August 18, 1955 a flood struck the town doing a great deal of damage to roads and stone culverts. A total of 1,200 hours was spent by the Highway Department to repair damages. The help and services of the citizens and the various departments of the Town were greatly appreciated.

The reports of receipts and expenditures of the Highway Department will be found in the Town Accountant's report.

At this time I wish to thank the Board of Selectmen, members of the Highway Department and all other Town Departments for the co-operation during the past year.

Respectfully submitted,

LOUIS PESSINI,  
Superintendent of Streets.

## **REPORT OF THE PLANNING BOARD**

To the Honorable Board of Selectmen  
Town of Southborough, Massachusetts

Gentlemen:

The Planning Board submits herewith, its Annual Report for the calendar year of 1955.

A Zoning By-law, with minor exceptions, proposed by the Board, was adopted during the year, and subsequent to its adoption, two new sub-divisions have been approved, one on Flagg Road and one on Richards Road.

The resignation of Angelo Delarda as a member of the Board was accepted, and the vacancy not filled.

Respectfully submitted,

HOMER L. BATES  
PHILIP C. BEALS  
CAMERON BRADLEY  
SUMNER ELTON

**ANNUAL REPORT**  
**of the**  
**SCHOOL COMMITTEE**  
**of the**  
**TOWN OF SOUTHBOROUGH**

**For The Year Ending**

**December 31**

**1955**

## SCHOOL DEPARTMENT PERSONNEL

### THE SCHOOL COMMITTEE

George W. Coleman, Chairman	Term expires 1957
Mrs. Katherine O. Allen, Secretary	Term expires 1956
Paul L. Wilson	Term expires 1958

### SUPERINTENDENT OF SCHOOLS

Roger K. Poole, Ed.M.

Office: Northboro Elementary School      Telephone: Northboro 7231  
Howard St., Northboro, Mass.

Residence: E. Main St., Southboro, Mass.      Telephone: Marlboro 920

The Superintendent is available for consultation at all times. Call above numbers for appointment.

Mrs. Bernice Blakely and Mrs. Winifred Dow School Department Clerks

Business Office: Northboro Elementary School  
Howard Street, Northboro, Mass.

Office Hours: 8:30 A. M. to 5:00 P. M.

### FACULTY OF THE SOUTHBOROUGH SCHOOLS

#### Peters High School

James A. Higgiston, B.S. (Notre Dame), Ed.M. (Boston Univ.)	Principal
Douglas Allen, B.A. (Bridgewater S. T. C.)	Mathematics and Driver Education
Paul H. Buckley, B. S. (Mt. St. Mary's Univ.), Ed.M. (Columbia Univ.)	Sciences
Mrs. Margaret Houston, A.B. (Middlebury Col.)	English and Social Studies
Miss Eva Hayward (Burdett Col.)	Commercial
Miss Patricia M. Tobin, A.B. (Trinity Col.), Ed.M. (Boston Univ.)	French and Latin

#### Woodward School

Mrs. Mary Mullen (Framingham Normal)	Principal, grades 3 through 6; Grade 6
James A. Higgiston, B.S. (Notre Dame), Ed.M. (Boston Univ.)	Principal, grades 7 and 8
Chester F. Condon, S.B. (Colby Col.), Ed.M. (Worcester S. T. C.)	Jr. H. S. Mathematics and Science
John C. DiRienzo, A.B. (Clark Univ.)	English
Emerson S. Dresser, B.S. (Fitchburg S. T. C.)	Industrial Arts
Miss Nancy McAvoy, B.S. (Framingham S. T. C.)	Home Economics
Thomas E. Smith, B.S. (Boston Col.)	Social Studies
Miss Joan E. Daniels, B.S. (Framingham S. T. C.)	Grade 6
Miss Mary E. Finn (Framingham Normal)	Grade 5
Mrs. Joan M. Sooy, B.S. (Worcester S. T. C.)	Grade 5
Mrs. Mary S. Aikens (Framingham Normal)	Grade 4

Mrs. Gertrude C. Clement (Framingham Normal)	Grade 4
Mrs. Dorothy J. Dresser, B.S. (American International Col.)	Grade 3
Mrs. Marion R. Saef, B.S. (Framingham S. T. C.)	Grade 3
<b>Peters High School Annex</b>	
Miss Mary C. Hayes (Framingham Normal)	Principal and Grade 1
Mrs. Bessie Hersey (Aroostook Normal)	Grade 1
Mrs. Cynthia R. Kelley, B.S. (Tufts Col.)	Grade 2
Mrs. Alice L. Woodward (Bradford Academy)	Grade 2
<b>South Union School</b>	
Mrs. Margaret E. Cronin (Framingham Normal)	Principal and Grade 3
Mrs. Mary C. DuBois, B.S. (Worcester S. T. C.)	Grade 1
Mrs. Virginia A. Charles, B.S. (Framingham S. T. C.)	Grade 2

### SPECIAL SUPERVISORS ALL SCHOOLS

Miss Marguerite E. Peaslee (Portland Art School)	Supervisor of Art
Miss Mary M. Avedikian, B.M. (N. E. Cons. of Music), Ed.M. (Boston Univ.)	Supervisor of Music
Warren S. Freeman, B.M., Ed.M., Ed.D. (Boston Univ.)	Instrumental Instructor
Miss Grace J. Marchant, B.S. (Tufts)	Supervisor of Physical Education
Richard J. Walsh, B.S. (Boston Univ.)	Supervisor of Physical Education
William L. Rinehart, A.M. (Harvard)	Supervisor of Handwriting

### SCHOOL JANITORS

Thomas McCarthy, Peters High School and Annex	Telephone: Marlboro 3327-J
Roland Fricault	Telephone: Marlboro 2254-R
Thomas McCarthy, Woodward School	Telephone: Marlboro 3327-J
Clifton Cunningham	Telephone: Marlboro 2105-M
Edward Bugley, South Union School	Telephone: Marlboro 479-W3

### SCHOOL PHYSICIAN

Timothy P. Stone, M.D.	Telephone: Marlboro 2444
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### SCHOOL NURSE

Mrs. Sophia M. Coleman	Telephone: Marlboro 2877-M
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### CENSUS ENUMERATOR

Albert Beaton	Telephone: Marlboro 144-M1
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### ATTENDANCE OFFICER

Robert H. Johnson	Telephone: Marlboro 1588
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## REPORT OF THE SCHOOL COMMITTEE

To the Citizens of Southborough:

Your School Committee submits herewith its annual report for the year 1955.

This year, with the opening of the new Woodward Memorial School, Fayville School was closed and the auditorium at South Union School which, due to crowded conditions, had been converted to two classrooms, has been returned to its former status. The South Union School now houses grades one, two, and three; the Annex has two first grades and two second grades; the new school has two classes in each of grades three through eight; and the high school grades nine through twelve. This leaves one vacant room in each building for future expansion.

The auditorium and cafeteria of the Woodward School have been made available to civic groups in town. The Choate Gymnasium is open one evening a week for young men of the town beyond school age. In the near future, it is planned to use other facilities in the school for adult classes in home economics, industrial arts, typing and other subjects.

In order to cope with the problem of retaining our competent teachers and obtaining qualified new teachers, it became necessary to pay salaries commensurate with other towns and cities. The Committee, therefore, has voted to increase the salaries of all teachers by four hundred dollars a year effective September 1, 1956.

Needless to say, the children of Southborough need a new high school. To construct an adequate building for Southborough alone would not be economically feasible. With our projected high school enrollment, the State will not grant financial aid towards construction of our own school. The Committee recommends strongly a regional high school of which approximately sixty per cent of the cost of construction would be borne by the state.

We wish to thank the personnel of the School Department for their continued cooperation.

GEORGE W. COLEMAN, Chairman  
KATHERINE O. ALLEN, Secretary  
PAUL L. WILSON

## REPORT OF THE SUPERINTENDENT OF SCHOOLS

The School Committee and Citizens of Southboro:

My eighth annual report is presented herewith. The underlying purpose of the annual report of the Superintendent of Schools is to make the public acquainted with the present state of its educational program, indicating both successes and failures of the educational system in meeting the recognized needs of the youth of the community. It is also the function of the annual report to present major problems of the schools in order that the public may be well informed on them.

**PRESENT STATUS.** The Southboro Schools are meeting their basic challenge in most respects with a fine degree of success. The community is indeed fortunate in having a teaching staff which really cares about the outcome of its collective effort and which is willing to give to the full limit of its resources toward the realization of the objectives. Standardized tests indicate a remarkable achievement by the high school staff in spite of major shortcomings in the facilities with which they are provided. The elementary schools, on the basis of standardized tests, are keeping abreast of national averages. The School Committee policy of providing the best textbooks and educational materials available is paying off in terms of results.

The curriculum has been steadily expanding to cover most if not all areas which are included in the program of better schools elsewhere. Our schools are alert to keep the curriculum flexible, improving, and responsive to new ideas as they are recognized. One important hitherto unfilled need has been that of guidance counseling service for our junior and senior high school youth. I am pleased to report that the School Committee has authorized the employment of a full time guidance counselor on the Peters High School staff for next year. This is a large step forward in our total program.

The school plant reaches to both extremes as to condition and suitability to serve the educational program. We still have a long way to go before our total plant measures up to the basic quality of the personnel or the requirements of the educational program.

**WOODWARD SCHOOL.** The road to final authorization and completion of the Woodward School has been a long, hard, and tedious one. The final result is surpassingly good from

every point of view. The Town is to be congratulated for producing as fine a building for the purpose for which it is intended to serve as the writer has ever seen. The need for a school of this type was peculiar to Southboro and its own special problems and conditions. The school staff, and I believe the public at large, feel a great gratitude to the men and women of the Southboro School Housing Committee who stuck by the responsibility that the Town had given them through discouragement and difficulty to bring about finally a building which is superbly planned and honestly constructed. Educators who have had an opportunity to evaluate the Woodward School as an educational plant are consistently enthusiastic as to the result obtained. It seems that the community should also be well pleased with the naming of the school which honors a former teacher and administrator who had given his life work to the youth of Southboro. There is to my knowledge no educational plant requirement which the Woodward School does not meet with good measure.

**PLAYGROUND DEVELOPMENT.** As the Woodward School opened in September, there was no play area available other than Choate Field to serve the approximately four hundred children who are in the building. During the course of the fall, as was foreseen, the turf surface of Choate Field was severely damaged. If this condition prevails in the spring, it is probable that the only remedy will be an expensive rebuilding of the sod. Good business judgment indicated that this should not be allowed to happen if it can be prevented without unreasonable expense. The play area to the east and north of the building, while not level enough to be completely satisfactory, will be very helpful after it has been planted to grass and the sod well established. This, however, will not help in salvaging Choate Field as it will not be ready in time and will not be, by itself, adequate to meet the play area requirements of the building. The Southboro School Committee recommends, and I heartily endorse the recommendation, that the area between Choate Field and the main entrance driveway be developed immediately after Town Meeting to take the pressure away from Choate Field and to enable us to limit the use of Choate Field for the coming year to organized baseball games. The development of the area referred to is not a difficult problem. It will involve removal of the tree growth, filling with bank gravel, and the installation of some drainage pipe to bypass the drainage from nearby streets and the school site into the present drain of the skating rink. If a



new drainage system is voted by the Town, this will provide an even better answer to the drainage problem. The basic need is for quick relief for the turf of Choate Field and it would seem that this could be done in the manner indicated above at reasonable cost and without loss of time if the Town Meeting authorizes the school budget as it has been prepared.

**THE HIGH SCHOOL HOUSING PROBLEM.** The annual report of the Superintendent of Schools in 1948 indicated objectively the basic inadequacy of the Peters High School plant to serve the needs of our high school youth. A survey by the Harvard Center for Field Studies indicated from an historical point of view that the Town has been aware of these deficiencies for many years. The skillful planning of the Woodward School has provided substantial relief for several of the inadequacies but in no sense provides a permanent answer to the high school housing problem, nor was it intended to do so.

The Harvard survey indicated the need for both elementary and high school construction, and recommended that the elementary construction be done first to be immediately followed by a careful exploration of regional high school possibilities. The Town has indicated by vote its fundamental approval of the regional high school idea as one which provides better educational opportunities at lower cost than could be possibly achieved in a local high school as small as Southboro's would of needs be. Establishment of a regional high school district for the Towns of Southboro, Berlin, and Northboro, followed rapidly on the decision to build the Woodward School. Most unfortunately for the children of the three communities, political dissension arose in Berlin which terminated in Berlin's vote to withdraw. Citizens should be aware that Berlin's withdrawal has only a negligible effect on the financial aspects of the regional school. The number of students from Berlin is so slight that the saving in size of construction automatically offsets approximately the share of the cost which Berlin would have carried. Berlin and Northboro, in Town Meetings, have legally ratified Berlin's withdrawal. Because of the lack of a quorum at a special Town Meeting in the fall of 1955, Southboro has not as yet ratified the withdrawal. Until such time as Berlin's withdrawal is ratified by Southboro, no progress is possible toward a regional school for any of the three Towns involved. It is recommended that every citizen think this problem through carefully and fully before voting on the issue as it would seem that a negative vote on Berlin's withdrawal would in effect bring about a

prolonged impasse during which period the chief victims would be the young people of all three communities. Northboro's need for additional high school space is so urgent that the community will be obliged by force of circumstances to abandon the region in favor of building its own high school in a very short time if the cooperative project is stalemated. It would seem that a good answer to this issue could only be obtained through applying a well balanced sense of values to the problem. It is inevitable in any cooperative effort that there must be good will, give and take, and a spirit of willingness to compromise small differences as the price which has to be paid by all three communities for large and really important long range benefits to each of the communities. An enlightened self interest on the part of the voters of Southboro can, I believe, break successfully the deadlock which currently exists.

CONCLUSION. While the Southboro Schools still have many problems yet to be resolved, good progress is being made. The schools need the active interest and support of every citizen if they are to reach the standard of excellence which the community desires for them. Grateful thanks are extended to the Parent Teacher Association for gift of a fine new piano for the Woodward School auditorium. May I congratulate the School Committee on its courage and foresight in raising teachers' salaries, effective next September, to a point where our schools should be more successful than in the past in retaining the services of valued teachers and in competing successfully for the services of competent replacements? To the School staff I am happy to say, "Well done! Keep up the good work!"

Respectfully submitted,

ROGER K. POOLE,  
Superintendent of Schools.

## REPORT OF THE HIGH SCHOOL PRINCIPAL

Mr. Roger K. Poole  
Superintendent of Schools  
Southborough, Massachusetts

Dear Mr. Poole:

The year 1955 can be historically recorded in our school calendar as a rather eventful one; and evaluating in terms of modern educational objectives, it can likewise be recorded as one of progressive attainments.

In the spring of the year, a student cast under the direction of Mr. Warren S. Freeman, director of music, presented the operetta "Mikado." Much favorable comment was received for this performance and we were most grateful to St. Mark's school authorities for the use of the Benson Auditorium.

With the proceeds from this benefit show added to donations from numerous civic organizations, the newly organized school band of sixty members was completely uniformed.

Also, under the direction of Mr. Freeman, this musical group made its first appearance at the Central Massachusetts School Band Festival, held at Uxbridge in May.

At the commencement exercises for the Class of 1955, held in June, there were 24 graduates. Thirteen of these young men and women are presently enrolled at institutions of higher learning, and two others have entered the armed services.

Scholarship awards for high academic achievement and promise were made to five of the graduates — namely, Marcella Mazzarelli, Annette Labarre, Carolyn Poole, Marcia Hosmer, and Lewis Clark. These awards, including those of the Robinson Memorial Fund, represented a total value of \$1,500.

The new school year started in September with our six-year high school student body of 225 students housed for the first time in two different buildings. The junior high, comprising grades VII and VIII, with an enrollment of 95 pupils, is now in the south wing of the Albert S. Woodward Memorial School. The senior high — with an enrollment of 130 pupils — is housed in the Peters High Building. All of these pupils likewise travel to the new school two or more times weekly for special classes.

The above enrollment figure of 225 represents a 15% increase over 1954, and the September, 1956, enrollment will be approximately 15% over the 1955 membership.

Very excellent facilities and equipment in the new gymnasium, auditorium, industrial arts, and homemaking departments have made it possible to improve appreciably and expand both our curricular and co-curricular programs within these fields.

During 1955 Peters High School was accepted for membership in the New England Association of Secondary Schools and Colleges. This organization is objectively concerned with accreditation and the evaluation of all high schools in the New England area; and it has established academic standards which each school must meet to qualify for membership.

At this time I should like to acknowledge three sizable gifts which have been made for our new school. They are:

- (1) A Fair-play electric basketball score-board (\$400.00) installed in the Choate Gymnasium, and donated by the Peters High student body.
- (2) A Bell and Howell movie projector (\$400.00) for the new school, donated by the Peters High student body. (Proceeds from our magazine subscription drives held in 1954 and 1955.)
- (3) A school model Everett piano (\$600.00), distributed by the Steinert Company, for our new school auditorium, donated by the Southborough P. T. A.

Much attention has been focused throughout the nation on the teacher shortage problem. Locally, the rate of personnel turn-over at the secondary level becomes one of primary concern — in spite of the very sincere efforts of our able school committee to keep pace with salary re-adjustments being made almost everywhere. Virtually every community for miles around now has, or is in the process of constructing, a modern high school plant.

As the teacher shortage becomes progressively more acute, it becomes increasingly difficult in Southborough to acquire and retain well qualified instructors, unless plant facilities are comparable to others or salary schedules a bit more attractive than those offered in the modern high school buildings so generally prevalent.

The evaluation of a high school program is based upon three criteria — namely, (1) plant, (2) program, and (3) personnel.

Plant facilities here are now quite modern and adequate up through the junior high level; but until our high school plant meets those same high standards, we must be able to enter a very highly competitive market for personnel with economic inducements that will encourage teachers to remain in Southborough after serving their apprenticeships.

May I express my thanks to you and our honorable school committee for the co-operation received throughout the school year. Also, to the School Housing Committee for their untiring efforts in the supervision of the new school construction, and to the tax-payers who made this excellent school financially possible.

You may be assured that the students and faculty are quite happy with everything, and we all are conscientiously doing our best to maintain it as the very wonderful investment you have meant it to be.

Respectfully submitted,

JAMES A. HIGGISTON,  
Principal.

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## REPORT OF ART SUPERVISOR

Mr. Roger K. Poole  
Superintendent of Schools  
Southborough  
Massachusetts

Dear Mr. Poole:

It is my purpose to present a well rounded art program in the schools. As to whether this follows the traditional, middle of the road, or modern concept, depends upon individual interpretation. As we attempt to develop creative thinking, the tendency is toward modern or creative art work. To the best of our ability we maintain a contemporary art program comparable to most public schools.

Art resembles other subjects in that certain fundamentals must be taught. In our fast moving times there is a constant

pressure to find new techniques for teaching and presenting art principles and materials which will satisfy and hold the interest of the modern child in the learning process.

With the opening of the Albert S. Woodward Memorial School in Southboro, and the change therewith, in the whole educational picture in the town, the art program came in for its share of rehabilitation, mainly as regards the time element. All classes are now on an alternating basis. The response of the faculty in presenting their own art programs on alternating weeks has been most admirable. I am sure the teachers have grown through this innovation in our system. Children benefit through teacher-pupil participation and need the stimulation that they receive through this interest. This experiment allows extra supervisory time to be used for consultation with teachers, and students, regarding projects, methods, new ideas, techniques, etc., or, for extra time in a classroom to develop or to complete a project.

The program in Southboro warrants many correlative activities. These give opportunities for enjoyment and work that is beneficial in both art work and every day school life.

The new building with its modern equipment is an inspirational place to work. Children and teachers respond to ideal surroundings. The facilities for storage, exhibitions in rooms and corridors, and the sink and water supply in each room, means from the time element alone, operating to a greater advantage. The new equipment also in the other buildings, and having the young children together is helpful. New techniques and different mediums may be used now, that were difficult to present before. I am certainly most grateful for the progress demonstrated in the physical plant of the Southboro school system.

Field trips, the science fair, and similar activities throughout the school program, although not connected or instigated in the art course, have a major art interest which should be noted. They develop a keen sense of observation and appreciation which I highly endorse.

The overall plan of the art program is available at any time. The limited space does not allow for a detailed report.

Very truly yours,

MARGUERITE ELLIOTT PEASLEE,  
Supervisor of Art.

## REPORT OF THE MUSIC SUPERVISORS

Mr. Roger K. Poole  
Superintendent of Schools  
Southboro  
Massachusetts

Dear Mr. Poole:

Our program has progressed this year with the primary objective in mind always being to instill in our children a true enjoyment of music and to make the pleasurable experiences derived therein a vital and meaningful part of their lives. We strive through music to guide our children to a deeper interest and closer toward the finer things in life thus developing character which will help them to become better future citizens.

If music is to serve our children then they must receive from music study in school both the love of music and the tools with which to express that love. We attempt to induce in our children a more complete understanding and clearer conception of music in all its aspects by affording them the opportunity to participate in both vocal and instrumental activities.

Plans are in process now for the presentation of an operetta later this year by children of grades three, four, five and six in the Albert S. Woodward Memorial School.

Last March we presented a demonstration concert to show the development of our newly-launched instrumental program beginning with Rhythm Band instruction in the second and third grades followed by a Flutophone club in the fourth grade and culminating with lessons on regular band and orchestral instruments in the fifth grade continuing through high school.

The instrumental program in Southboro has been an outstanding success during the past year. The appearance of the band at the State music festival in Uxbridge in May was one of the most surprising developments in instrumental music in the entire state. For a school which never had had an instrumental program to appear with a sixty piece band caused favorable comment from all sides by the professional educators present at the festival. In addition to their appearance at the State festival, the band has appeared in Memorial Day parade, and at several school and community functions during the past year. The band has been completely uniformed and several background instruments necessary to the proper balance of

the band have been purchased and are in use by students who are not able to afford the purchase of an instrument of their own.

The music in the junior high school for grade seven and eight is now on a regular weekly basis and includes instruction in all phases of general music, music appreciation, singing creative music, and all other aspects of a complete program of music for junior high school pupils. This course is compulsory for all students in grade seven and eight, and it is expected that the program will provide a means by which the high school music may be improved in the years ahead. The high school chorus has included almost every student in Peters High School. The activities of the chorus during 1955 included the presentation of a short version of Gilbert and Sullivan's "Mikado" and the traditional minstrel show. The chorus also performed at the Peters High School graduation and presented both the Christmas and Thanksgiving assembly programs at Peters High School in the fall of 1955.

We would like to take this opportunity to express our sincerest thanks and appreciation to you, the School Committee, the principals and teachers for the wonderful cooperation and support which has been extended to us.

Respectfully submitted,

MARY M. AVEDIKIAN,  
WARREN S. FREEMAN,  
Supervisors of Music.

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### REPORT OF THE SUPERVISORS OF PHYSICAL EDUCATION

Mr. Roger K. Poole  
Superintendent of Schools  
Southborough  
Massachusetts

Dear Mr. Poole:

The game of soccer has been initiated as a fall sport for the girls of the seventh and eighth grades.

Square dancing instruction for boys and girls of the fifth, sixth, seventh, and eighth grades has been initiated and will conclude with a dance later in the season.



Instruction in modern or creative dance will also be included for the first time in this year's curricula for the high school girls.

Stunts and tumbling, basketball, volley ball, softball, and recreational games are included in the program as in the past. Miss Marchant has started instruction in field hockey for the girls as a fall sport.

This year because of our beautiful new gymnasium we have been able to expand our program and offer the children many new types of activities.

During each season of the year we include the fundamentals of the major sports which are played in that season. Tumbling, rope-climbing, apparatus work, volley ball, and rhythmic are taken up in the winter months.

We are trying to offer the children a well-rounded program and give each child an opportunity to develop his potential as much as possible. We are attempting to prepare each child to meet the needs which are liable to arise in everyday life.

We are very thankful both to the faculty and people of Southborough for the fine cooperation we have received.

Respectfully submitted,

GRACE J. MARCHANT,  
RICHARD J. WALSH,  
Supervisors of Physical Education.

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## REPORT OF THE SCHOOL PHYSICIAN

Mr. Roger K. Poole  
Superintendent of Schools  
Southborough, Massachusetts

Dear Mr. Poole:

Physical examinations are now being given annually to the pupils in the first, third, sixth, ninth and twelfth grades except for those pupils whose parents elect to have such periodic examinations done by their family physicians. In order to increase the value of this survey work, parents are urged to let the school nurse know of any problems or questions of health which might be answered at the time of the examina-

tions. Examinations out-of-schedule are done as the need arises — as in the case of pupils engaged in strenuous athletics.

"Booster" immunization injections of Diphtheria and Tetanus toxoids will be offered to pupils in the third and sixth grades this spring. It is important that this program be well supported by parents because only through continued immunization of our youth are some communicable diseases held in check. I am unable to report now as to how the Salk vaccine for Poliomyelitis will be dispensed.

This opportunity is taken to remind parents of the annual free vaccination clinic for candidates for the first grade to take place in late May or June.

Respectfully submitted,

TIMOTHY P. STONE, M. D.,  
School Physician.

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### REPORT OF THE SCHOOL NURSE

Mr. Roger K. Poole  
Superintendent of Schools  
Southborough, Massachusetts

Dear Sir:

I herewith submit a report of my work for the year of 1955.

All the students have had their weight and heights taken and in addition were given the Massachusetts vision test and Pure Tone Hearing test.

"Booster" immunization injections of Diphtheria and Tetanus toxoids were given to the third and sixth grade children.

The "Salk vaccine" was given to 129 children. The Board of Health plans to continue this program of immunization as soon as the Massachusetts Poliomyelitis committee releases more vaccine.

Physical examinations are being done on the first, third, sixth, ninth, and twelfth grade students by Dr. Stone, plus all those participating in sports.

I again wish to express my sincere thanks for the splendid co-operation I have received from all the teachers, Dr. Stone, and the parents. It has been most gratifying to me.

Respectfully submitted,

SOPHIE COLEMAN, R. N.

## FINANCIAL STATEMENT

Southborough School Department  
For Year Ending December 31, 1955

### SCHOOL ACCOUNT

#### SUMMARY OF RECEIPTS

Appropriation	\$146,928.97
Transfer from Reserve Fund	250.00
	<hr/>
Total Receipts	\$147,178.97

#### SUMMARY OF EXPENDITURES

Expenses of Instruction	
Teachers' Salaries	\$96,473.76
Textbooks	2,874.06
Supplies	5,405.95
	<hr/>
	\$104,753.77
Operation of School Plant	
Janitors' Salaries	\$9,160.68
Fuel	5,034.69
Miscellaneous Operation	3,374.93
	<hr/>
	17,570.30
Maintenance of School Plant	
Repairs	\$3,004.86
Outlay	928.38
	<hr/>
	3,933.24
Auxiliary Agencies	
Libraries	\$343.62
Health	1,720.62
Transportation	13,584.10
Miscellaneous	514.74
	<hr/>
	16,163.08
General Control	
Superintendent's Salary and Expense	\$2,859.73
Office Salaries and Expense	1,643.73
Other Expense	250.40
	<hr/>
	4,753.86

Unexpended balance	4.72	
<b>TOTAL SCHOOL ACCOUNT</b>		<b>\$147,178.97</b>
<b>VOCATIONAL EDUCATION ACCOUNT</b>		

**SUMMARY OF RECEIPTS**

Appropriation		\$4,000.00
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**SUMMARY OF EXPENDITURES**

Vocational tuition	\$1,598.07
Vocational transportation	636.52

Total Expenditures	\$2,234.59
Unexpended balance	1,765.41

<b>TOTAL VOCATIONAL EDUCATION ACCOUNT</b>	<b>\$4,000.00</b>
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**PETERS HIGH SCHOOL ATHLETIC ACCOUNT**

**SUMMARY OF RECEIPTS**

Balance from 1954	\$25.04
Appropriation	1,000.00
Miscellaneous receipts	454.95

Total Receipts	\$1,479.99
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**SUMMARY OF EXPENDITURES**

Total Expenditures	\$1,527.98
Balance to 1956	—47.59

**TOTAL PETERS HIGH SCHOOL  
ATHLETIC ACCOUNT**

**\$1,479.99**

**SCHOOL LUNCH ACCOUNT (WOODWARD SCHOOL)**

**SUMMARY OF RECEIPTS**

Balance from 1954	\$915.96
Lunchroom receipts and state aid	9,251.77

Total Receipts	\$10,167.73
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**SUMMARY OF EXPENDITURES**

Total Expenditures	\$9,047.07
Balance to 1956	1,120.66

**TOTAL SCHOOL LUNCH ACCOUNT  
(WOODWARD SCHOOL)**

**\$10,167.73**

# SCHOOL LUNCH ACCOUNT (SOUTH UNION SCHOOL)

## SUMMARY OF RECEIPTS

Balance from 1954	\$473.80	
Lunchroom receipts and state aid	4,321.01	
Total Receipts		\$4,794.81

## SUMMARY OF EXPENDITURES

Total Expenditures	\$4,387.17	
Balance to 1956	407.64	

TOTAL SCHOOL LUNCH ACCOUNT (SOUTH UNION SCHOOL)	\$4,794.81
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## Registration of Minors as of October 1, 1955

	5-7 years	7-16 years	Total
Boys	75	307	382
Girls	58	246	304
Total	133	553	686
Enrolled in public schools	87	488	575
In vocational schools	—	1	1
In private schools	1	61	62
In state and county institutions	—	2	2
Not enrolled in any school	45	1	46
	133	553	686

## Enrollment by Grades October 1, 1955

Grade	1	2	3	4	5	6	7	8	9	10	11	12	Total
Peters Annex	60	50											110
South Union	16	20	14										50
Woodward			54	64	51	58	51	46					324
Peters H. S.									49	36	26	20	131
Total	76	70	68	64	51	58	51	46	49	36	26	20	615

# SOUTHBORO SALARY SCHEDULE

September 1, 1956

Professional Training Teaching Experience	3 Years or Less (Non-degree)	4 Years (Bachelor's Degree)	5 Years (Master's Degree)
0	(1) 3000	(12) 3200	(23) 3400
1	(2) 3150	(13) 3350	(24) 3550
2	(3) 3300	(14) 3500	(25) 3700
Semester hours of postgraduate training (approved course) to qualify for further increase	3	2	1
3	(4) 3450	(15) 3650	(26) 3850
4	(5) 3600	(16) 3800	(27) 4000
Semester hours of postgraduate training (approved course) to qualify for further increase	3	2	1
5	(6) 3750	(17) 3950	(28) 4150
6	(7) 3900	(18) 4100	(29) 4300
Semester hours of postgraduate training (approved course) to qualify for further increase	3	2	1
7	(8) 4050	(19) 4250	(30) 4450
8	(9) 4200	(20) 4400	(31) 4600
Semester hours of postgraduate training (approved course) to qualify for further increase	3	2	1
9	(10) 4350	(21) 4550	(32) 4750
10 Maxi- mum	(11) 4500	(22) 4700	(33) 4900
3 semester hours postgraduate study every 3 years to remain at maximum.			

**Sick Leave** — In case of personal illness or death in the immediate family each teacher is entitled to ten school days sick leave without loss of pay. Sick leave is cumulative up to a maximum of thirty school days in three years. Deductions for absence of sickness beyond the period of sick leave or for absence resulting from other causes, will be taken at the rate of one hundred eightieth of the annual salary for each day of absence.

**Termination Pay** — In case a teacher should find it necessary to resign her position at any time during the school year, salary paid for the partial year will be in the same proportion to the annual school days in the school year.

**Outside Experience Credit** — Upon entering the service of Southboro Schools not more than four years of outside experience will be allowed for salary credit.

### SCHOOL CALENDAR 1955-1956

#### Southboro Public Schools

Term	Open	Close	No School	Days
First	Sept. 12	Dec. 23	Oct. 12, Nov. 4, 11, 24 and 25 (Close 12:30 on Nov. 23)	70
Second	Jan. 3	Feb. 17		34
Third	Feb. 27	Apr. 13	March 30	34
Fourth	April 23	June 20*	May 30	42
Total Days				180

### SCHOOL CALENDAR 1956-1957

#### Southboro Public Schools

Term	Open	Close	No School	Days
First	Sept. 5	Dec. 2	Oct. 12, Nov. 2, 12, 22, and 23 (Close 12:30 on Nov. 21)	72
Second	Jan. 2	Feb. 15		33
Third	Feb. 25	Apr. 12		35
Fourth	April 22	June 18*	May 30 and 31	40
Total Days				180

\* Note: The closing date for the school year as shown is tentative only. School Committee policy calls for a school year of exactly 180 days. If days are lost through stormy weather the closing of school will be extended accordingly.

**REPORT OF BOARD OF ASSESSORS**  
**1955 RECAPITULATION**

To the Honorable Board of Selectmen  
Town of Southborough, Massachusetts.

Gentlemen:

Herewith we submit a recapitulation of the figures used in fixing the tax rate for the year 1955.

Total Appropriations	\$388,223.49	
Taken from available Funds	62,798.37	
	<hr/>	\$451,021.86
Deficit due to abatements in excess of overlay of prior year	\$143.50	
Deficit balance Tornado Emergency account	1,577.91	
Deficit hurricane expenditure account	16,056.64	
	<hr/>	17,778.05

**STATE: TAX AND ASSESSMENTS**

State Parks and Reservations	\$563.68	
State Audit of Municipal Accounts	18.78	
Gypsy and Brown Tail Moths	762.60	
	<hr/>	1,345.06

**COUNTY: TAX AND ASSESSMENTS**

County Tax	10,678.00	
Tuberculosis Hospital Assessment	8,072.70	
	<hr/>	18,750.70
Overlay of current year		9,197.12
		<hr/>
Gross amount to be raised		\$498,092.79

**ESTIMATED RECEIPTS AND AVAILABLE FUNDS**

Income Tax	\$31,619.71
Corporation Taxes	14,835.97
Old Age Tax (Meals) Chap. 64B S10	639.23
Motor Vehicle and Trailer Excise	30,705.66



Licenses	5,000.00
Fines	45.00
General Government	340.00
Protection of Persons and Property	375.00
St. Mark's School (Grants and Gifts)	2,700.00
Old Age Assistance (other than federal grants)	13,000.00
Veterans' Services	700.00
Schools (Funds from Income Tax not to be included)	15,000.00
From Metropolitan (in lieu of taxes)	5,402.84
Public Service Enterprises (Water Department)	30,000.00
Cemeteries (other than trust funds and sale of lots)	1,700.00
Interest (On Taxes and Assessments)	500.00
State Assistance for School Construction (Ch. 645)	11,064.55
Hurricane Reimbursement	14,450.98

\$178,078.94

#### OVERESTIMATES OF PREVIOUS YEAR

(a) County Tax	\$360.10
(b) Tuberculosis Hospital	423.09
(c) Metropolitan Parks	2.51

#### AMOUNTS VOTED TO BE TAKEN FROM AVAILABLE FUNDS

In 1954 since 1954 rate was fixed	10,280.00
In 1955	<u>52,518.37</u>

Total estimated receipts and available funds 241,663.01

Net amount to be raised by taxation \$256,429.78

Number of Polls 976 at \$2.00 each

Poll Tax	\$1,952.00
Personal Property Tax	27,573.48
Real Estate Tax	<u>226,904.30</u>

Total Taxes levied on Polls and Property \$256,429.78

Water Liens added to Taxes 403.56

Total amount of taxes and assessments committed to Collector \$256,833.34

**TOTAL VALUATION:**

Personal Property

\$562,724.00

Real Estate

4,630,700

Total

\$5,193,424.00

Tax Rate \$49.00

Tax rate fixed June 3, 1955

Approved by Commissioner

June 6, 1955

**ABATEMENTS**

1953 (Levy) Real and Personal	\$4.00
1954 (Levy) Real and Personal	402.13
1955 (Levy) Real and Personal	510.98

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\$917.11**EXEMPTIONS**

1954 (Levy) Real Est. Veterans	\$267.00
1955 (Levy) Real Est. Veterans	4,493.30
1955 (Levy) Real Est. 59-5-17	34.30
1955 (Levy) Real Est. 59-5-18	98.00

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\$4,892.60**MOTOR EXCISE ABATEMENTS**

1950 (Levy) Excise Tax	\$16.63
1954 (Levy) Excise Tax	628.91
1955 (Levy) Excise Tax	1,265.10

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\$1,910.64

1955 (Levy) Polls 59-5-17A

\$210.00

Respectfully submitted,

HERBERT E. BANFILL,  
RALPH H. CLARK,  
WILLIAM N. DAVIS,

Board of Assessors of Southborough.

# INDEX

of

## Departmental Reports, Accounts, Statistics, and Lists

---

Planning Board .....	107
Accountant .....	17
Animal Inspector .....	101
Assessors .....	76
Births .....	138
Board of Public Welfare .....	110
Cemetery Commissioners .....	106
Clerk, Town .....	33
Collector .....	111
Deaths .....	82
Fire Department .....	103
Health, Board of .....	96
Jurors' List .....	83
Librarian Fay Library .....	108
Marriages .....	80
Meetings, Town .....	35
Moderator .....	35
Moth Department .....	102
Police Department .....	106
Officers, Town .....	4
Art Supervisor .....	127
Calendar .....	137
Committee .....	120
Financial Statement .....	133
Music Supervisor .....	129
Nurse .....	132
Physical Education Supervisor .....	130
Physician .....	131
Principal Peters High School .....	125
Superintendent .....	121
Selectmen .....	86
Street Department .....	115
Tree Warden .....	101
Veterans' Services .....	104
Water Commissioners .....	89
Water Department Collector .....	44
Weights and Measures, Sealer of .....	105
Board of Public Welfare .....	110